

29th April 2014**Notice of meeting:****Licensing & Regulatory Committee****Tuesday, 6th May 2014 at 10.00a.m.****Council Chamber, County Hall, The Rhadyr, Usk, NP15 1GA****AGENDA**

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

Item No	Item
1.	Apologies for absence.
2.	Declarations of Interest.
3.	To confirm for accuracy the minutes of the Licensing and Regulatory Committee held on Tuesday 11 th March 2014 (copy attached).
4.	To confirm for accuracy the minutes of the following Licensing Sub Committee held on 28 th October 2014 (copy attached).
5.	Presentation on the "Give Dog – Fouling the Red Card" Pilot Scheme – Huw Owen, Specialist Environmental Health Officer.
6.	Report on Gambling Act 2005 – Premises Licence Fees - Linda O’Gorman, Principal Licensing Officer (copy attached):
7.	To note the date and time of the next Licensing and Regulatory Committee: <ul style="list-style-type: none"><li data-bbox="316 1872 890 1917">• Tuesday, 17th June 2014 at 10.00am

**Paul Matthews
Chief Executive**

MONMOUTHSHIRE COUNTY COUNCIL

CYNGOR SIR FYNWY

THE CONSTITUTION OF THE LICENSING & REGULATORY COMMITTEE IS AS FOLLOWS:

County Councillors:	R. Chapman
	R. Edwards
	D.J. Evans
	L. Guppy
	M. Hickman
	R.J. Higginson
	S.G.M. Howarth
	J.I. Marshall
	J. Prosser
	B. Strong
	P. Watts
	A.E. Webb

Connecting with people

Our outcomes

The Council has agreed five whole population outcomes. These are *People in Monmouthshire will*:

- Live safely and are protected from harm
- Live healthy and fulfilled lives
- Benefit from education, training and skills development
- Benefit from an economy which is prosperous and supports enterprise and sustainable growth
- Benefit from an environment that is diverse, vibrant and sustainable

Our priorities

- Schools
- Protection of vulnerable people
- Supporting enterprise, job creation and entrepreneurship

Values

- * **Openness:** we aspire to be open and honest to develop trusting relationships.
- * **Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- * **Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- * **Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of the Licensing and Regulatory Committee held at
County Hall, Usk on Tuesday 11th March 2014 at 10.00 a.m.**

PRESENT: County Councillor: L. Guppy (Chairman)

County Councillors: R. Edwards, D.J. Evans, R.J. Higginson, J. Prosser,
B. Strong and P. Watts.

OFFICERS IN ATTENDANCE:

Mr G. Perry	-	Public Protection Manager
Mrs L. O' Gorman	-	Principal Licensing Officer
Mrs P. Perkins	-	Legal Assistant
Mrs S. King	-	Democratic Services Officer

APOLOGIES FOR ABSENCE

1. Apologies for absence were received from County Councillors R. Chapman, S. Howarth, M. Hickman and A.E. Webb.

DECLARATIONS OF INTEREST

2. There were no declarations of interest.

CONFIRMATION OF MINUTES

3. The minutes of the Licensing and Regulatory Committee meeting held on Tuesday 11th February 2014 were confirmed as a correct record and signed by the Chairman.

PRESENTATIONS FROM THE PUBLIC PROTECTION MANAGER

4. We received presentations from the Public Protection Manager, as follows:

i) **Implementation of Food Hygiene Rating Scheme**

The Public Protection Manager highlighted the following points:

- Last meeting discussions were held regarding regulatory areas and more engagement. The food hygiene rating scheme was presented at council, regarding delegation of powers but there was no opportunity to go into depth. Good opportunity to give further understanding on scheme at Licensing and Regulatory Committee.

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- Rating for the public to understand what standards were like at the time of inspection.
- Safety of people depends on others doing their job properly.
- Contamination often caused by food handler – many organisms are spread ‘bum to mouth’
- Assessing the key things, do people know what they’re doing, right structure and hygiene to serve safe food.
- Background - Running for 3 years on voluntary basis.
- In Wales E-coli is major concern. High consciousness to ensure a duplicate outbreak doesn’t occur.
- Since November 2013 introduced as a mandatory scheme – businesses must display their rating. Can appeal to get a rescore. From November 2014 will apply to businesses selling food to another business. Businesses see it as a positive factor.

County Councillor R. Edwards declared a personal interest pursuant to the members’ code of conduct as a food producer in Monmouthshire.

- Data shows that around the time scheme started, most businesses were a 3, so would meet obligations – anything less than a 3 would be addressed. Over time there are now as many 5’s as there are 3’s, hard work from all has contributed and had positive affect, food safety in Monmouthshire has improved.

Members were invited to comment and ask questions, during discussion we noted the following:

- There was a mandatory duty to inspect food premises. Businesses would have to pay if they applied for a re-grade.
- Any premises inspections would be unannounced.
- It was highlighted that it is important to food business holders to maintain excellent levels of hygiene and ensure that they do not make people ill and we encourage them to seek advice. A broad range of services was offered and consultancy work had been developed. Businesses are provided with an opportunity to work together to address necessary issues i.e. labelling, training, cooking, storage.
- Domestic facilities would also be checked.
- A recent prosecution involved a property where officers were refused entry and as a result the business holder was prosecuted for obstruction.
- In relation to large events/fetes, officers would try to obtain a list of organisers to cross reference to the inspection list, it would then be possible to check whether they had been inspected by other authorities.
- In relation to community events, the team would give advice to enable food to be served safely. E.g. using low-risk food, for example hot dogs with tinned sausage instead of frozen burgers.

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- A link would be circulated to members, to access the food standards agency website, where business ratings are listed.
- During an inspection, facilities used by staff were inspected. However, clarification would be provided regarding regulations for those used by the public.

ii) Enforcement Activities during 2013-14

The Public Protection Manager highlighted the following points:

- The Public Protection Manager summarised seven successful prosecutions taken by the department in the first three months of 2014. These included cases in relation to noise, dog fouling, fly-tipping, unlicensed taxi driver, sale of an unsafe vehicle.
- Not just about enforcement, achieving compliance is about working with people.
- Some cases require immense amounts of work, challenge, gathering information, very burdensome in terms of resources.
- Three cases pending.

During discussion we noted the following points:

- As an alternative approach, an initiative has been set up in the Severnside area working with officers, regarding problems surrounding dog fouling and littering.

REVIEW OF ANNUAL LICENSING FEES FOR FINANCIAL YEAR 2014/15

5. We received the Review of Annual Licensing Fees for Financial Year 2014/15, the purpose of which was to agree the Authority's licence fees for 2014-15.

The committee were advised that the European Services Directive, along with other regulations, statutory guidance and case law underline that fees must be set on a "reasonable" cost recovery basis only and cannot be set in such a manner as to generate a profit or act as an economic deterrent to traders. In determining reasonable costs the Authority may take account of costs averaged over a reasonable period (up to three years).

Officers had undertaken significant work to calculate the true costs associated with different licences based upon up to date financial data. A summary of assessments of actual cost, along with the current fees, was presented to the committee.

Members were invited to comment and ask questions, during discussion the following points were noted:

- A query was raised regarding the difference in fee for the two driver badges. We were advised that the fees reflected the slightly different steps required in the process for each.
- House collections were confirmed as bag collections for charity.
- It was noted that the Chair of the Select committee had not been consulted when the report was written.

Minutes of the meeting of the Licensing and Regulatory Committee held at County Hall, Usk on Tuesday 11th March 2014 at 10.00 a.m.

- Clarification was requested regarding grandfather rights. We were advised that when the current licensing arrangements were introduced in some areas people had traded historically in streets that previously were not charged. This meant that some traders were now paying fees whilst others did not.
- It was suggested that the subject could be revisited in further detail and all related issues should be considered.
- The committee were advised that the authority needs to be able to demonstrate its costs. Officers based collection rates partly on the anticipated number of licenses. For 2014-15 despite a reduction in the fees for street trading licenses, total income was estimated to increase by approximately £5k.
- The team were commended for identifying savings.
- The committee were informed that if fees were agreed it would be subject to consultation for hackney carriage vehicles and private hire vehicles and operators and a legal notice is required to reflect this.
- **The Chairman stated that it would be beneficial to add section 2.3 of the report which reflects grandfather right and change to 'remove grandfather rights, apply renewal rate of £365 which is fair and equitable'**
- It was noted that Street Traders would not have the right of appeal.

We resolved recommendations within the report, as follows:

1. Approve the fees set out in Annexe One to this report, entitled "Schedule of Licence Fees for 2014-15", subject, where relevant, to any required public notice.
2. Any objections, duly made, regarding fees for the grant of licences for hackney carriage and private hire vehicles be brought back to Committee at the earliest opportunity for due consideration.
3. And additionally resolved to remove existing grandfather rights for street traders and to apply a renewal rate as set out in the Schedule of Licence Fees for 2014-15.

DATE OF NEXT MEETING

6. We noted the date and time of the next Licensing and Regulatory Committee as Tuesday 6th May 2014 at 10.00am.

Members were reminded to confirm whether they were available to attend the Licensing Training session, which had been arranged at Newport City Council on Tuesday 8th April 2014 at 10.45am.

The meeting ended at 11.20am.

MONMOUTHSHIRE COUNTY COUNCIL

Agenda Item 4

**Minutes of the meeting of the Licensing Sub Committee held at
County Hall, Usk on Monday 28th October 2013 at 4:00 p.m.**

PRESENT: County Councillor: L. Guppy (Chairman)

County Councillors: P.Watts and A.E. Webb.

OFFICERS IN ATTENDANCE:

Mr C. Rann	-	Senior Licensing Officer
Mr R. Tranter	-	Head of Legal Services
Mrs Y. James	-	Democratic Services Officer

ALSO IN ATTENDANCE:

Mr C. Jordan - Secretary, Thornwell Football Club - Applicant

PUBLIC ATTENDANCE:

Mr R. Taylor	-	On behalf of Thornwell Community
Mr M. Dally	-	Resident of Thornwell

APOLOGIES FOR ABSENCE

- 1) Apologies were received from Mr K. Bloomfield a resident of Thornwell.

DECLARATIONS OF INTEREST

- 2) There were no declarations of interest.

**CLUB PREMISES CERTIFICATE FOR THORNWELL FOOTBALL CLUB,
CHEPSTOW**

- 3) We received the above application under the Licensing Act 2003 for Thornwell Football Club, Tenby Lane, Thornwell, Chepstow.

The Chairman welcomed all to the meeting and introduced Members of the Sub Committee and Officers present and explained the protocol for the meeting. The Chairman identified persons entitled to address the hearing with relevant representations and asked them to keep in mind the four licensing objectives, as given by the Licensing Act 2003 when addressing the Sub Committee, as follows:

- The prevention of crime and disorder;
- Public Safety;
- The prevention of public nuisance; and
- The protection of children from harm

Minutes of the meeting of the Licensing Sub Committee held at Shire Hall, Monmouth on Thursday 21st March 2013 at 2.00 p.m.

The Senior Licensing Officer addressed the Sub Committee and the key issues of the report were read out. We noted that the application requested the following:

Hours of Opening	Monday to Sunday	09:00 – 23:00
Supply of Alcohol, Live Music, Performance of Dance, Recorded Music, Live Music, Boxing or Wrestling, Indoor Sporting Events, Films, Plays	Monday to Sunday	09:00 – 23:00

We noted that:

- The applicant had included an extensive Operating Schedule with his application under the four Licensing Objectives.
- Copies of the application had been sent to Heddlu Gwent Police, South Wales Fire and Rescue, the relevant departments of Monmouthshire County Council and the Local Health Board.
- A notice of application had been displayed on the premises in the requisite form and had been advertised in The Chepstow Beacon on 4th September 2013.
- No representation had been received from the Responsible Authorities.
- Representation had been received from Mr Taylor on behalf of Thornwell Community in which one paragraph relates to the premises application taking into account the four licensing objectives. The letter states:

“On behalf of the residents who signed the previous letter, we strongly object to this application. I refer to my letter of 21st of March and the matters of complaint raised, which outlined the sale of alcohol in unlicensed premises and unruly noise late at night, after matches or parties. In addition to this is the problem of minors obtaining alcohol locally, gathering in groups and drinking on the grounds. The latter being a constant problem.”

- A copy of the letter of 21st March referred to above had been included with the papers for clarify but could not be included as part of the application as it had exceeded time constraints.
- The Live Music Act of 2012 which came into force in October 2012 removed the requirement for a license for the playing of amplified live music between the hours of 8am and 11pm.
- In accordance with Section 4 of the Licensing Act 2003, a licensing authority must carry out its functions in accordance with the four licensing objectives and have regard to its Licensing Policy
- Monmouthshire County Council’s Policy of Prevention of Nuisance sets out the relevant items in paragraphs 88, 89, 90 and 91.

The Chair asked Officers and the Applicant to confirm that there had been no representations received from the Police and the Applicant confirmed that the only request had been that drink taken outside must be in polycarbonate glasses and he confirmed this would be actioned.

Minutes of the meeting of the Licensing Sub Committee held at Shire Hall, Monmouth on Thursday 21st March 2013 at 2.00 p.m.

At this point, the Chairman invited those who had made relevant representations to address the panel. The Chairman reminded those speaking that their speech must relate to the four licensing objectives only.

Mr Taylor addressed the Committee as a representative of the Thornwell Community. He advised the Committee that he had sent a further letter on 21st October but this had fallen outside the time limit and so had not been included with the reports before the Committee. It was agreed that Mr Taylor could read from this letter as part of his representation to the Committee.

The main points of concern of the Community were:

- Minors drinking in the dug outs where they can't be seen
- Litter remaining in the area after a football game.
- There have been three occasions where the windows of the club house appear to have been covered over so that you can't see inside so no one knows what is happening and there was concern that alcohol was being sold without a licence.
- The level of noise at night when people leave the building.
- Broken glass being left on public footpath where local residents walk their dogs.

The Senior Licensing Officer advised that the Club had obtained 12 Temporary Event Notices for functions at the Club from February to September this year. These Event Notices allow Clubs to sell alcohol and play live music. These applications were submitted at a cost of £21 each. The Officer also confirmed that following these events there had been no police logs raised and no complaints received.

At this point, the Chairman invited the applicant, Mr C. Jordan, Secretary of Thornwell Football Club to address the Sub Committee. From the statement given to the Sub Committee, the following points were acknowledged:

- There had been no trouble at any of the events covered by the Temporary Event Notices.
- To his knowledge the windows had never been taped over as there was no reason to when licences were in place.
- Any late nights are normally after games and the Club would expect to be closed by 9.00pm. Special events such as Fun Days, Bonfire Night or Halloween it was expected that the Club would remain open until 10.00pm.
- Applying for a license from 9.00 to 23.00 hours would give the Club flexibility with the use of the building for various local Groups.

Minutes of the meeting of the Licensing Sub Committee held at Shire Hall, Monmouth on Thursday 21st March 2013 at 2.00 p.m.

- The plan attached to the application shows that the bar is in a store room and is locked when Brownies, Monmouthshire Youth Service and other local groups use the premises.
- The Football Club have two Welfare Officers, one male and one female, who ensure appropriate behaviours of those who attend the Club.
- The Club want to use the building to help develop the area and make it safe for everyone.
- They are aware of the issue of drinking in the dugouts and if they are found whilst the Club is open they are moved on. The Club hope to have enough funds to have CCTV installed within the next year.

Following Mr Jordan's representations the Chair asked Mr Taylor if he had any further comments and the following points were noted:

- It was accepted that in an ideal world the drinking in the dugouts would stop but without regular patrols this was unlikely to happen.
- It was questioned whether the applicant could be requested to install the CCTV before a licence was granted as whilst the area was not policed and was still unlit the issue would remain.
- Whilst Mr Taylor noted his other concerns were not necessarily issues to do with the Licence application he felt that if there were concerns these would still remain whilst the management was the same.

Members of the Committee then questioned the applicant and the following points were noted:

- Whilst the application was for opening hours from 9:00 to 23:00 this was so that as many people as possible could use the club at different times and it was believed the club would mostly be closed by 9.00 pm.
- Concern for local residents when people are leaving the club was raised and Members were shown a plan of the area showing the proximity of the Club to neighbouring houses.
- The applicant confirmed that the building was well insulated for heat and sound and should not disturb local residents.
- The Senior Licensing Officer confirmed that the local Rugby Club had a licence to allow it to remain open until 24:00 every night and that a nearby public house had a licence to remain open until 1.00 am every night.
- The Clubs Welfare Officers had received all appropriate training from the Football Association of Wales and anyone involved with the Club, not just the coaches, had had a CRB check carried out on them.

Minutes of the meeting of the Licensing Sub Committee held at Shire Hall, Monmouth on Thursday 21st March 2013 at 2.00 p.m.

- It was confirmed that anyone who hires the Club for a private function is expected to clear up after them and remove all rubbish and a member of the Club is present to lock up and ensure that this is done.
- It was confirmed that sometimes needles are found on the pitch and this has been reported to the relevant agencies.
- The applicant confirmed that the pitch is always checked before training so any rubbish can be cleared away.

The Chairman gave those present a final opportunity to sum up, before the Sub Committee considered the application.

The representatives for Thornwell Community asked for clarification on who would hold the Licence if it was granted and the Senior Licencing Officer confirmed that as it is a Club then the Committee are responsible for the Licence and not an individual and that there would be no requirement for any of the Committee to report a criminal record.

It was also requested that a commercial rubbish collection be put in place as rubbish seems to be being put into the local waste bins.

Mr Taylor then discussed the proposal from the Wales Council for Sport to actively discourage smoking and drinking in sporting clubs and he questioned why these conditions were not in the clubs rules. The Chair advised the applicant not to reply to this question during the meeting but the applicant did confirm that No Smoking signs are on display at the Club.

The applicant confirmed that an inspection of the kitchens at the club is due from Environmental Health so that a Food Safety rating can be achieved.

To sum up the applicant reminded Members that there had been no trouble when the Temporary Events Notices had been in force and he confirmed that he would enquire about a commercial waste collection. He also advised the Committee that he hoped that the CCTV would be installed as soon as possible and hopefully this would also discourage dog fouling in the area.

The Chairman thanked all for their submissions and explained that Members would now consider the application and make their decision. The Licensing Sub Committee asked that the Legal Advisor joined them to advise on any legal issues arising out of the hearing. The applicant and others given representations left the room.

When the representatives returned to the room the Chair advised as follows:

We as a panel have listened to the representations of both sides and are happy to grant a Premises Licence Certificate for Thornwell Football Club, Tenby Lane, Thornwell, Chepstow with the following Condition added:

- Any drinks taken outside of the building must be in polycarbonate glasses.

Minutes of the meeting of the Licensing Sub Committee held at Shire Hall, Monmouth on Thursday 21st March 2013 at 2.00 p.m.

The applicant and representatives were reminded that other laws could come into force with regard to noise, litter and antisocial behaviour if these matters did become an issue in the future.

The representatives from Thornwell Community were advised that they did have the right of appeal in line with the stated appeal mechanism.

The Chair confirmed that the Committee were happy with the opening hours that had been requested and advised the applicant that the license was valid with immediate effect.

The Chairman closed the meeting.

The meeting ended at 16:55p.m.

**MONMOUTHSHIRE COUNTY COUNCIL
REPORT**

Agenda Item 6

SUBJECT: Gambling Act 2005 – Premises Licence Fees

DIRECTORATE: Chief Executives

MEETING: Licensing & Regulatory Committee

Date to be considered: 6th May 2014

DIVISION/WARDS AFFECTED: All Wards

1. PURPOSE:

1.1 To agree the fees to set for this Authority in relation to Premises Licences under the Gambling Act 2005 for 21st May 2014 – 20th May 2015.

2. RECOMMENDATION(S):

2.1 It is recommended that:-

- (i) the fees and charges detailed in Appendix A of the report be approved and have effect from 21st May 2014; and
- (ii) The fees subsequently be reviewed annually.

3. KEY ISSUES

3.1 This Authority has a statutory duty under the Gambling Act 2005 to set fees for Premises Licences in accordance with the Gambling (Premises Licence)(England and Wales) Regulations 2007. The fees for these licences are to be reviewed and set annually on the 21st May each year. Premises Licences will include Betting Shops, Tracks, Adult Gaming Centres, Family Entertainment Centres and Bingo Premises. A fee assessment has not been carried out for Casinos as the Authority carried a resolution not to allow Casinos within its County at Full Council on 22nd November 2012.

3.2 The general functions of the licensing authority in dealing with Gambling Premises Licences has been delegated to the Licensing and Regulatory Committee as agreed in the Gambling Act 2005 Statement of Licensing Policy approved at Full Council on 22nd November 2012.

3.3 Licensing Authorities do not have the power to set fees for Permits which will be set by Central Government.

3.4 The Gambling (Premises Licence Fees) (England and Wales) Regulations 2007 provided for the following types of fees to be determined by licensing authorities:

- Licence application fee
- First annual fee
- Annual fee
- Notification of change of circumstances fee
- Application to vary a licence fee
- Application to transfer a licence fee
- Fee for a copy of a licence
- Application for re-instatement of a licence fee
- Provisional statement application fee.

The Authority currently licence eleven premises under the Gambling Act 2005 consisting of nine betting premises, one track betting and one adult gaming centre all of whom will be required to pay an annual fee.

- 3.5 The European Services Directive, along with other regulations, statutory guidance and case law underline that fees must be set on a “reasonable” cost recovery basis only and cannot be set in such a manner as to generate a profit or act as an economic deterrent to traders. In determining reasonable costs the Authority may take account of costs averaged over a reasonable period (up to three years). However, The Regulations referred to in 3.4 above has stipulated a maximum figure a local authority is permitted to charge for the licensing of premises under the Gambling Act 2005.
- 3.6 An assessment of the cost and the maximum amount a local authority can charge for premises licences has been undertaken and this is shown in Appendix B attached to this report. As a result of this assessment this report proposes that the fees commencing the 21st May 2014 be set as stipulated in Appendix A.

4. REASONS:

- 4.1 The authority has a duty to set fees and the charges set out represent a cost recovery within the Government’s maximum levels.

5. RESOURCE IMPLICATIONS:

- 5.1 The Fees in Appendix A are set out to ensure the recovery of reasonable costs.

6. CONSULTEES:

None

7. BACKGROUND PAPERS:

Gambling Act 2005.

Gambling Commission Guidance issued under Section 349 of the Gambling Act 2005.

8. AUTHOR:

Linda O’Gorman

Principal Licensing Officer

CONTACT DETAILS:

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APPENDIX A

Gambling Act 2005 – Premises Licence Fees 21st May 2014 - 20th May 2015

Application Fee		
	Bingo Premises Licence	£2149.00
	Adult Gaming Centre Premises Licence	£1602.00
	Betting Premises (Track) Licence	£1840.00
	Family Entertainment Centre Premises Licence	£1202.00
	Betting Premises (Other) Licence	£1807.00
Application Fee for Premises with a Provisional Statement		
	Bingo Premises Licence	£1200.00
	Adult Gaming Centre Premises Licence	£1200.00
	Betting Premises (Track) Licence	£ 950.00
	Family Entertainment Centre Premises Licence	£ 950.00
	Betting Premises (Other) Licence	£1200.00
Annual Fee		
	Bingo Premises Licence	£1000.00
	Adult Gaming Centre Premises Licence	£1000.00
	Betting Premises (Track) Licence	£1000.00
	Family Entertainment Centre Premises Licence	£ 750.00
	Betting Premises (Other) Licence	£ 600.00
Transfer Application Fee		
	Bingo Premises Licence	£1200.00
	Adult Gaming Centre Premises Licence	£1200.00
	Betting Premises (Track) Licence	£ 950.00
	Family Entertainment Centre Premises Licence	£ 950.00
	Betting Premises (Other) Licence	£1200.00
Variation Application Fee		
	Bingo Premises Licence	£1750.00
	Adult Gaming Centre Premises Licence	£1000.00
	Betting Premises (Track) Licence	£1250.00
	Family Entertainment Centre Premises Licence	£1000.00
	Betting Premises (Other) Licence	£1500.00
Provisional Statement Application Fee		
	Bingo Premises Licence	£2146.00
	Adult Gaming Centre Premises Licence	£1599.00
	Betting Premises (Track) Licence	£1837.00
	Family Entertainment Centre Premises Licence	£1199.00
	Betting Premises (Other) Licence	£1804.00
Application for Reinstatement Fee		
	Bingo Premises Licence	£1200.00
	Adult Gaming Centre Premises Licence	£1200.00
	Betting Premises (Track) Licence	£ 950.00
	Family Entertainment Centre Premises Licence	£ 950.00
	Betting Premises (Other) Licence	£1200.00
Change of Circumstances Fee		£ 50.00
Duplicate Licence Fee		£ 25.00

APPENDIX B

	MAXIMUM PERMITTED FEES ALLOWED	MON C.C. EXISTING FEES ENDING 20TH MAY 2014	MON C.C. FEE CALCULATION	MON C.C. PROPOSED FEE FROM 21ST MAY 2014
Application Fee				
Bingo Premises Licence	£3,500	£2,100	£2,149	£2,149
Adult Gaming Centre Premises Licence	£2,000	£1,200	£1,602	£1,602
Betting Premises (Track) Licence	£2,500	£1,500	£1,840	£1,840
Family Ent Centre Premise Licence	£2,000	£1,200	£1,202	£1,202
Betting Premises (Other) Licence	£3,000	£1,800	£1,807	£1,807
Application Fee where Provisional Statement Previously Issued				
Bingo Premises Licence	£1,200	£720	£2,089	£1,200
Adult Gaming Centre Premises Licence	£1,200	£720	£1,542	£1,200
Betting Premises (Track) Licence	£950	£570	£1,780	£950
Family Ent Centre Premise Licence	£950	£570	£1,142	£950
Betting Premises (Other) Licence	£1,200	£720	£1,747	£1,200
Annual Fee				
Bingo Premises Licence	£1,000	£500	£1,980	£1,000
Adult Gaming Centre Premises Licence	£1,000	£500	£1,434	£1,000
Betting Premises (Track) Licence	£1,000	£500	£1,671	£1,000
Family Ent Centre Premise Licence	£750	£375	£1,033	£750
Betting Premises (Other) Licence	£600	£300	£1,638	£600
Transfer Application Fee				
Bingo Premises Licence	£1,200	£360	£1,955	£1,200
Adult Gaming Centre Premises Licence	£1,200	£360	£1,466	£1,200
Betting Premises (Track) Licence	£950	£285	£1,646	£950

Family Ent Centre Premise Licence	£950	£285	£1,065	£950
Betting Premises (Other) Licence	£1,200	£360	£1,613	£1,200
Variation Application Fee				
Bingo Premises Licence	£1,750	£525	£2,146	£1,750
Adult Gaming Centre Premises Licence	£1,000	£300	£1,599	£1,000
Betting Premises (Track) Licence	£1,250	£375	£1,837	£1,250
Family Ent Centre Premise Licence	£1,000	£300	£1,199	£1,000
Betting Premises (Other) Licence	£1,500	£450	£1,804	£1,500
Provisional Statement Application Fee				
Bingo Premises Licence	£3,500	£1,050	£2,146	£2,146
Adult Gaming Centre Premises Licence	£2,000	£600	£1,599	£1,599
Betting Premises (Track) Licence	£2,500	£750	£1,837	£1,837
Family Ent Centre Premise Licence	£2,000	£600	£1,199	£1,199
Betting Premises (Other) Licence	£3,000	£900	£1,804	£1,804
Application for Reinstatement Fee				
Bingo Premises Licence	£1,200	£360	£2,041	£1,200
Adult Gaming Centre Premises Licence	£1,200	£360	£1,552	£1,200
Betting Premises (Track) Licence	£950	£285	£1,732	£950
Family Ent Centre Premise Licence	£950	£285	£1,151	£950
Betting Premises (Other) Licence	£1,200	£360	£1,699	£1,200
Change of Circumstances Fee	£50	£25	£111	£50
Duplicate Licence Fee	£25	£12.50	£31	£25

The “Equality Initial Challenge”

Name: G Perry Service area: Public Protection Date completed: 8.4.14		Please give a brief description of what you are aiming to do. Set licence fees under the Gambling Act	
Protected characteristic	Potential Negative impact Please give details	Potential Neutral impact Please give details	Potential Positive Impact Please give details
Age		X	
Disability		X	
Marriage + Civil Partnership		X	
Pregnancy and maternity		X	
Race		X	
Religion or Belief		X	
Sex (was Gender)		X	
Sexual Orientation		X	
Transgender		X	
Welsh Language		X	

Please give details about any potential negative Impacts .	How do you propose to MITIGATE these negative impacts
➤	➤
➤	➤
➤	➤
➤	➤

Signed G Perry

Designation PPM

Dated 8.4.14

EQUALITY IMPACT ASSESSMENT FORM

What are you impact assessing	Service area
Impact of setting licence fees under the Gambling Act	Public Protection
Policy author / service lead	Name of assessor and date
Linda O'Gorman	G Perry. 8.4.14

1. What are you proposing to do?

Set fees under the Gamling Act at the level of cost recovery.

2. Are your proposals going to affect any people or groups of people with protected characteristics in a **negative** way? If **YES** please tick appropriate boxes below.

Age		Race	
Disability		Religion or Belief	
Gender reassignment		Sex	
Marriage or civil partnership		Sexual Orientation	
Pregnancy and maternity		Welsh Language	

Note: If the fees are set at a level that is **less** than cost recovery others areas of council service will have to subsidise the cost - which could have negative consequences. It would be unlawful to set the fees at a level **higher** than cost recovery.

3. Please give details of the negative impact

4. Did you take any actions to mitigate your proposal? Please give details below including any consultation or engagement.

none

5. Please list the data that has been used to develop this proposal? eg Household survey data, Welsh Govt data, ONS data, MCC service user data, Staff personnel data etc..

Financial data from supplied by MCC accountants.

Signed.....G Perry.....**Designation**.....**PPM**.....**Dated**.....8.4.14.....

The “Sustainability Challenge”

Name of the Officer completing “the Sustainability challenge” G Perry		Please give a brief description of the aims proposed policy or service reconfiguration Set fees for licences under the Gambling Act	
Name of the Division or service area Public Protection		Date “Challenge” form completed 8.4.14	
Aspect of sustainability affected	Negative impact Please give details	Neutral impact Please give details	Positive Impact Please give details
PEOPLE			
Ensure that more people have access to healthy food		X	
Improve housing quality and provision		X	
Reduce ill health and improve healthcare provision		X	
Promote independence		X	
Encourage community participation/action and voluntary work		X	

Targets socially excluded		X	
Help reduce crime and fear of crime		X	
Improve access to education and training		X	
Have a positive impact on people and places in other countries		X	
PLANET			
Reduce, reuse and recycle waste and water		X	
Reduce carbon dioxide emissions		X	
Prevent or reduce pollution of the air, land and water		X	
Protect or enhance wildlife habitats (e.g. trees, hedgerows, open spaces)		X	
Protect or enhance visual appearance of environment		X	
PROFIT			
Protect local shops and services		X	

Link local production with local consumption		X	
Improve environmental awareness of local businesses		X	
Increase employment for local people		X	
Preserve and enhance local identity and culture		X	
Consider ethical purchasing issues, such as Fairtrade, sustainable timber (FSC logo) etc		X	
Increase and improve access to leisure, recreation or cultural facilities		X	

What are the potential negative Impacts	Ideas as to how we can look to MITIGATE the negative impacts (include any reasonable adjustments)
➤	➤
➤	➤
➤	➤

➤	➤
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The next steps

- If you have assessed the proposal/s as having a **positive impact please give full details** below

- If you have assessed the proposal/s as having a **Negative Impact** could you please provide us with details of what you propose to do to mitigate the negative impact:

Signed

G Perry

Dated 8.4.14