

Licensing, Food & Safety

Description of charge			Optional	Optional	VA T Ind	Current Charges 2019/20	Current Charges 2019/20 incl VAT
Licensing, Food & Safety			Type	Statutory Fee set Yes/no			
Sex Shop Licence			New Applications	no	NB	1120.00	1120.00
Sex Shop Licence			Renewals	no	NB	635.00	635.00
Sex Shop Licence			Transfer	no	NB	635.00	635.00
Sex Entertainment Venue			New Applications	no	NB	1360.00	1360.00
Sex Entertainment Venue			Renewals	no	NB	715.00	715.00
Sex Entertainment Venue			Transfer	No	NB	715.00	715.00
Scrap metal Dealers Act			Site New Application	no	NB	715.00	715.00
Scrap metal Dealers Act			Site Renewal	no	NB	450.00	450.00
Scrap metal Dealers Act			Site/Collector Variation	no	NB	200.00	200.00
Scrap metal Dealers Act			Additional Site Licence	no	NB	200.00	200.00
Scrap metal Dealers Act			Collector New Application	no	NB	330.00	330.00
Scrap metal Dealers Act			Collector Renewal	no	NB	300.00	300.00

New Animal Welfare Regulations (note: 1-3 year Licence) NEEDS ADOPTING NOW	Application Fee	Grant Fee	* Note: Vets fees to be added				
Hiring out of Horses (Riding Establishment) Licences (vet fee to be added and Invoiced separately)	310.00	65.00	*	No	NB	375.00	375.00
Selling Animals as Pets (Pet Shops and other (does not apply to breeding of dogs))	210.00	70.00		No	NB	280.00	280.00
Animal Boarding Licence (including Daycare)	280.00	65.00		No	NB	345.00	345.00
Home Boarding for dogs	165.00	45.00		No	NB	210.00	210.00
Dog Breeding	160.00	65.00	*	No	NB	225.00	225.00
Keeping or Training animals for exhibition (3 year Licence)	235.00	45.00		No	NB	280.00	280.00
Additional Licensable Activity	75.00	45.00		No	NB	120.00	120.00
Variation to licence/re-evaluation star rating Application fee for Animal boading, Selling Animals and Keeping Animals for exhibition	130.00	N/A		No	NB	130.00	130.00
Variation to licence/re-evaluation Star Rating Application fee for Dog Breeding and Hiring out of horses (Not including vet fees)	130.00	N/A		No	NB	130.00	130.00
Transfer of Licence due to death of licensee	65.00	N/A		No	NB	130.00	130.00

Zoo Operators Licence (+ vet fee) (payable every 6 years - next due 2019)			New / Renewal	no	NB	1630.00	1630.00
Dangerous Wild Animals (+ vet fee) (payable every two years)			New / Renewal	no	NB	205.00	205.00
Food Export Certificates			New / Renewal	no	NB	60.00	60.00
Food Surrender Certificates			New / Renewal	no	NB	50.00	50.00
Tattooing, Electrolysis and Skin Piercing (Permanent or Semi-permanent), Acupuncture, Electrolysis and Ear-piercing - Premises - including 2 operators			New	no	NB	195.00	195.00
- Operators - up to 2 operators			New	no	NB	100.00	100.00
Hypnotists			New		NB	85.00	85.00
Pavement café Licence (PCA)							
Pavement Permit (Café Furniture Licence) Under 5 Square metres			New	No	NB	205.00	205.00
Pavement Permit (Café Furniture Licence) 5-10 Square metres			New	No	NB	295.00	295.00
Pavement Permit (Café Furniture Licence) 10-15 Square metres			New	No	NB	380.00	380.00
Pavement Permit (Café Furniture Licence) Over 15 Square metres			New	No	NB	470.00	470.00
Transfer/Alteration of Pavement Permit.			Transfer	No	NB	75.00	75.00

Pavement Permit (Café Furniture Licence) Under 5 Square metres Renewal			Renewal	No	NB	102.00	102.00
Pavement Permit (Café Furniture Licence) 5-10 Square metres Renewal			Renewal	No	NB	145.00	145.00
Pavement Permit (Café Furniture Licence) 10-15 Square metres Renewal			Renewal	No	NB	190.00	190.00
Pavement Permit (Café Furniture Licence) Over 15 Square metres Renewal			Renewal	No	NB	235.00	235.00
Pavement Café License New Application			New				
Pavement Café License Renewal			Renewal				
Pavement café Licence (PCA) Transfer or alteration to licence			Transfer/Alteration				
Pleasure Boats			New/Annual	no	NB	55.00	55.00
Basic Food Hygiene/Health and Safety Courses							
Basic charge (outside of Colchester)			Per person	no	EX	65.00	65.00
If resident or employed within Colchester Borough			Per person		EX	50.00	50.00
Delivered at businesses own premises			(10 pers) + £20 p/h	no	EX	400.00	400.00
Basic charge (up to 10)							
Each additional person			Per person	no	EX	20.00	20.00
Exam resit fees			Per person	no	EX	20.00	20.00
Hackney Carriage and Private Hire							

Vehicle and Operators Licences							
Hackney Carriage Vehicle			Annual / Renewal	no	NB	400.00	400.00
Private Hire Vehicle			Annual / Renewal	no	NB	350.00	350.00
Operator's Licence - 1-2 vehicles (PHV)			New / Renewal (5 years)	no	NB	290.00	290.00
Operator's Licence - 3+ vehicles (PHV)			New / Renewal (5 years)	no	NB	335.00	335.00
Category change fee				no	NB	70.00	70.00
Operator's licence transfer fee				no	NB	70.00	70.00
Drivers Licences							
Initial Licence valid for up to 3 years			New (3 years)	no	NB	190.00	190.00
Renewal Licence valid for up to 3 years			Renewal (3 years)	no	NB	170.00	170.00
ENGLISH TEST Colchester English Study Centre	Direct application to CESC		New	no	NB	60.00	60.00
Knowledge Test - initial fee (offset against licence if licence applied for)			New	no	NB	60.00	60.00
Knowledge Test – re-sit fee				no	NB	60.00	60.00
Failure to attend Appointment at Rowan House without prior notification				no	NB	60.00	60.00
Licence Transfer Fees							
Vehicle to vehicle (must always remain a licenced vehicle)				no	NB	95.00	95.00

Person to person				no	NB	95.00	95.00
Registration number change				no	NB	95.00	95.00
Vehicle Inspection Fees							
HC Vehicle Inspection Fee (other than brand new) as MOT				no	NB	50.00	50.00
HC Vehicle Inspection Fee (Brand new)				no	NB	30.00	30.00
PH Vehicle Inspection Fee (other than brand new) as MOT				no	NB	50.00	50.00
PH Vehicle Inspection Fee (Brand new)				no	NB	30.00	30.00
Failure to attend Garage for appointment				no	NB	60.00	60.00
Replacement Equipment							
Replacement Plates				no	NB	25.00	25.00
Replacement Badges				no	NB	17.00	17.00
Replacement vehicle window cards				no	NB	5.00	5.00
Standard Roof Sign			At cost plus handling charge	no	NB	10.00	10.00
Standard Door Signs			At cost plus handling charge	no	NB	10.00	10.00
Fees for drivers' licences do not include the £44.00 fee for a mandatory DBS +DVLA check, which will be charged additionally.			NOTE moving to Personal Checks Ltd			69.00	69.00
Plate Exemption				no	E	11.00	11.00
Transfer of PH vehicles to new Operator (per vehicle)				no	E	11.00	11.00

CSE, Dementia and Vulnerable Persons Training				no	E	19.00	19.00
Alcohol and Entertainment Licences – Statutory fees							
Premises Licences - Initial Applications							
Band A - Rateable Value £0 - £4,300				Yes	NB	100.00	100.00
Band B - £4,301 - £33,000				Yes	NB	190.00	190.00
Band C - £33,001 - £87,000				Yes	NB	315.00	315.00
Band D - £87,001 - £125,000				Yes	NB	450.00	450.00
Band E - £125,000 and over				Yes	NB	635.00	635.00
Premises Licences - Renewals							
Band A - Rate able Value £0 - £4,300				Yes	NB	70.00	70.00
Band B - £4,301 - £33,000				Yes	NB	180.00	180.00
Band C - £33,001 - £87,000				Yes	NB	295.00	295.00
Band D - £87,001 - £125,000				Yes	NB	320.00	320.00
Band E - £125,000 and over				Yes	NB	350.00	350.00
Premises Licences - Variations							
Band A - Rateable Value £0 - £4,300				Yes	NB	100.00	100.00
Band B - £4,301 - £33,000				Yes	NB	190.00	190.00
Band C - £33,001 - £87,000				Yes	NB	315.00	315.00
Band D - £87,001 - £125,000				Yes	NB	450.00	450.00
Band E - £125,000 and over				Yes	NB	635.00	635.00
Minor Variations - all Bands				Yes	NB	89.00	89.00

Personal Licences							
Initial Application				Yes	NB	37.00	37.00
Miscellaneous Fees							
Copies of Documents etc				Yes	NB	10.50	10.50
Transfers				Yes	NB	23.00	23.00
Change of Designated Premises Supervisor				Yes	NB	23.00	23.00
Temporary Event Notices				Yes	NB	21.00	21.00
Notice of Interest in Premises				Yes	NB	21.00	21.00
Gambling Licences – Variable							
Premises Licences - New Applications / Provisional Statements							
New Small Casino				no	NB	6,200.00	6,200.00
New Large Casino				no	NB	7,700.00	7,700.00
Regional Casino				no	NB	12500.00	12500.00
Bingo Club				no	NB	3,100.00	3,100.00
Betting Premises (excluding Tracks)				no	NB	2,600.00	2,600.00
Tracks				no	NB	2,100.00	2,100.00
Family Entertainment Centres				no	NB	1,600.00	1,600.00
Adult Gaming Centres				no	NB	1,600.00	1,600.00
Premises Licences - Annual Fees							
Existing Casinos				no	NB	2,600.00	2,600.00
New Small Casino				no	NB	4,200.00	4,200.00
New Large Casino				no	NB	7,700.00	7,700.00

Regional Casino				no	NB	12500.00	12500.00
Bingo Club				no	NB	850.00	850.00
Betting Premises (excluding Tracks)				no	NB	550.00	550.00
Tracks				no	NB	850.00	850.00
Family Entertainment Centres				no	NB	650.00	650.00
Adult Gaming Centres				no	NB	850.00	850.00
Premises Licences - Application to Vary							
New Small Casino				no	NB	3,000.00	3,000.00
New Large Casino				no	NB	4,000.00	4,000.00
Regional Casino				no	NB	6,000.00	6,000.00
Bingo Club				no	NB	1,000.00	1,000.00
Betting Premises (excluding Tracks)				no	NB	1,000.00	1,000.00
Tracks				no	NB	750.00	750.00
Family Entertainment Centres				no	NB	600.00	600.00
Adult Gaming Centres				no	NB	750.00	750.00
Premises Licences - Application for Transfer / Reinstatement							
New Small Casino				no	NB	1,200.00	1,200.00
New Large Casino				no	NB	1,500.00	1,500.00
Regional Casino				no	NB	5,000.00	5,000.00
Bingo Club				no	NB	1,000.00	1,000.00
Betting Premises (excluding Tracks)				no	NB	1,000.00	1,000.00
Tracks				no	NB	750.00	750.00
Family Entertainment Centres				no	NB	750.00	750.00
Adult Gaming Centres				no	NB	1,000.00	1,000.00

Premises Licences - Licence Application (Provisional Statement Holders)							
New Small Casino				no	NB	3,000.00	3,000.00
New Large Casino				no	NB	4,000.00	4,000.00
Regional Casino				no	NB	6,000.00	6,000.00
Bingo Club				no	NB	900.00	900.00
Betting Premises (excluding Tracks)				no	NB	900.00	900.00
Tracks				no	NB	750.00	750.00
Family Entertainment Centres				no	NB	600.00	600.00
Adult Gaming Centres				no	NB	800.00	800.00
Gaming Licences – Statutory Fees							
Permits For Gaming Machines - New Application							
FEC Gaming Machine				no	NB	300.00	300.00
Prize Gaming				no	NB	300.00	300.00
Alcohol Licensed Premises - 2 or less machines				no	NB	50.00	50.00
Alcohol Licensed Premises - more than 2 machines				no	NB	150.00	150.00
Club Gaming Permit				no	NB	200.00	200.00
Club Gaming Machine Permit				no	NB	200.00	200.00
Small Society Lottery Registration - New Application				no	NB	40.00	40.00
Permits For Gaming Machines - Annual Fees/Renewals							
FEC Gaming Machine				no	NB	300.00	300.00
Prize Gaming				no	NB	300.00	300.00

Alcohol Licensed Premises - 2 or less machines				no	NB	N/A	N/A
Alcohol Licensed Premises - more than 2 machines				no	NB	50.00	50.00
Club Gaming Permit				no	NB	50.00	50.00
Club Gaming Machine Permit				no	NB	50.00	50.00
Small Society Lottery Registration - Annual Fee				no	NB	20.00	20.00
Permit - Miscellaneous Fees							
Change of Name							
FEC Permits				no	NB	25.00	25.00
Prize Gaming Permits				no	NB	25.00	25.00
Alcohol Licensed Premises - 2 or less machines				no	NB	N/A	N/A
Alcohol Licensed Premises - more than 2 machines				no	NB	25.00	25.00
Club Gaming Permit				no	NB	N/A	N/A
Club Gaming Machine Permit				no	NB	N/A	N/A
Small Society Lottery Registration				no	NB	N/A	N/A
Copy of Permit							
FEC Permits				no	NB	15.00	15.00
Prize Gaming Permits				no	NB	15.00	15.00
Alcohol Licensed Premises - 2 or less machines				no	NB	N/A	N/A
Alcohol Licensed Premises - more than 2 machines				no	NB	15.00	15.00
Club Gaming Permit				no	NB	15.00	15.00
Club Gaming Machine Permit				no	NB	15.00	15.00
Small Society Lottery Registration				no	NB	N/A	N/A

Variation							
FEC Permits				no	NB	N/A	N/A
Prize Gaming Permits				no	NB	N/A	N/A
Alcohol Licensed Premises - 2 or less machines				no	NB	N/A	N/A
Alcohol Licensed Premises - more than 2 machines				no	NB	100.00	100.00
Club Gaming Permit				no	NB	100.00	100.00
Club Gaming Machine Permit				no	NB	100.00	100.00
Small Society Lottery Registration				no	NB	N/A	N/A
Miscellaneous Fees - Variable							
Food and Safety							
H&S Disclosures							
Statement of Relevant Facts (per hour)				no	ST	55.00	66.00
Food Hygiene Re-Inspection Request				no	ST	130.00	156.00
Food Hygiene Advice and Consultation (getting to five) 1st 2 hours then every hour			New	no	ST	155.00	186.00
Licensing Application Checking Service							
Full Application 1st 2hours then every hour				no	ST	225.00	270.00
Temporary Event Notice Per Hour 1st 2 hours then every hour				no	ST	130.00	156.00
General Admin Charge for Licensing, Food or Safety (cost recovery)				No	NB	11.00	11.00

House to House NO CHARGE							
Street Collections NO CHARGE							
Caravan Licensing NO CHARGE							

Equality, Diversity and Human Rights implications

We have fully considered the equality and diversity impacts of our fees and charges by undertaking Equality Impact Assessments (EIAs) and conclude that there are no adverse impacts that cannot be appropriately mitigated.

The decision to implement the proposed fees and charges for Environmental Health and Licensing services will not result in any breach of human rights.

Note all Taxi and Private Hire fees have to be advertised