

## LICENSING COMMITTEE – 5th June 2007

### Report of the Director of Partnerships and Customer Services

#### ITEM 4 Premises Licences – Proposal to set Annual Renewal Date

1. Purpose of the Report

To consider a proposal to set a date upon which annual premises licence fees become payable.

2. Recommendation(s)

That the Council set a date upon which all premises licences annual fees become payable, that date being set as 24<sup>th</sup> November, annually, (subject to further regulation from the Department of Culture, Media and Sport, when a different annual date may be set).

3. Reason

To establish the date when fees would be payable.

4. Background

Currently premises licence annual fees are being levied throughout the year, dependant on the date of grant of licence. This authority chose to use the time limits contained in the legislation as a scale for the *grant* of the licence, (not necessarily the date of issue of the document), and as a rule this was the date of application plus 56 days, for those premises applying during the conversion period. Those applications received prior to the Second Appointed Day, and after the conversion period were set at 24<sup>th</sup> November. This has led to considerable confusion within the local trade, and in the absence of a single annual date being set by the government, officers feel that it would be beneficial to all concerned if, at least locally, a date for the annual fee was set. This would reprise the situation that previously existed with Public Entertainment Licences issued by the Council. Those licences all expired on the 31<sup>st</sup> January annually, and because of the single date, the process of renewal was far more easily managed.

A single annual fee date for premises licence would lead to the present regime being more easily managed, and will assist in income recovery. In addition, it will lead to more efficiency within the section, as the administration of a single fee date would clearly reduce the time spent on the renewal process.

Officer(s) to Contact: David Platts (01509 634850)  
[David.platts@charnwood.gov.uk](mailto:David.platts@charnwood.gov.uk)  
Malcolm Burton (01509 634623)  
[Malcolm.burton@charnwoodbc.gov.uk](mailto:Malcolm.burton@charnwoodbc.gov.uk)