

FEES FOR KEEPING DANGEROUS WILD ANIMALS							
For the purpose of calculating fees the following criteria was applied: <ul style="list-style-type: none"> • Each task involved in the process; • The average amount of time taken to complete each task; and • The job role of the officer completing the task. • The 'On-costs' (Salary of post holder + any additional costs incurred by the employer as a result of employing a person in that position) 							
Dangerous Wild Animal Act 1976, Section 1 (2) 'a licence shall not be granted unless an application for it is accompanied by such a fee as the authority may stipulate (being a fee which in the authority's opinion is sufficient to meet the direct and indirect costs which it may incur as a result of the application).' - NO PROVISION IS APPARENT FOR TRANSFER/VARIATION FEE							
A Local Authority cannot make a profit from the proceeds raised and therefore the Local Authority will need to engage in a regular review cycle and assess annual revenue against the costs accrued and adjust fees accordingly, which may go up or down.							
There are currently no licensed DWA premises							
Tasks - PART A	Divide by no.	Time (hrs/mins)	Time (decimal)	Job role	Salary inc oncosts	Sub Total	Total inc divided
PART A - LICENCE GRANT (TWO YEAR LICENCE)							
Raise M3 worksheet	NO	10 mins	0.16	LCO	31.45		5.03
Receive and process licence application/create log on LALPAC of application	NO	40 mins	0.66	LCO	31.45		20.76
Receive and process payment	NO	10 mins	0.16	LCO	31.45		5.03
Consultation with Environmental Protection, Health and Safety (in ref to nuisance/on grounds of safety) and copy to planning	NO	20 mins	0.33	LCO	31.45		10.38
Consideration of representations	NO	10 mins	0.16	LO	46.77		7.48
Check on insurance cover	NO	5 mins	0.08	LCO	31.45		2.52

Determination of fitness and propriety of applicant	NO	5 mins	0.08	LCO	31.45		2.52
Delegate authority to vet to inspect premises	NO	30 mins	0.50	LOL	50.67		25.34
Raise order for vet fee, issue request for vet fee payment and monitor payment	NO	20 mins	0.33	LCO	31.45		10.38
Arrange inspection of premises	NO	10 mins	0.16	LCO	31.45		5.03
Inspection time by LA officer	NO	3 hours	3.00	LO	46.77		140.31
Travel time to inspection by LA Officer (average 60 minutes)	NO	1 hour	1.00	LO	46.77		46.77
Consideration of veterinary inspector's report	NO	30 mins	0.50	LO	46.77		23.39
Officer report write up	NO	1 hour	1.00	LO	46.77		46.77
Draft of licence and conditions	NO	1 hour	1.00	LO	46.77		46.77
"	NO	1 hour	1.00	LCO	31.45		31.45
Issue licence and conditions	NO	10 mins	0.16	LCO	31.45		5.03
Update register (automated)	NO	0.00	0.00		0.00		0.00
TOTAL							£434.95
Plus veterinary fee, invoiced according to true costs							
PART B FEE							
Monitoring and enforcement etc., licensed and unlicensed premises							
Annual inspection of licensed premises							
During licence period - work specifying new conditions, varying or revoking any conditions following completed works etc.	NO	1 hour	1.00	LO	46.77	0.00	46.77

Investigation of unlicensed premises (UNRELATED TO DIRECT OR INDIRECT COSTS OF APPLICATION THEREFORE EXCLUDE)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Complaints received from public about standard of animal welfare at premises licensed, (allow for one complaint every two years, at 1.5 hours)	NO	1 hour 30 minutes	1.50	LO	46.77	0.00	70.16
Prosecutions EXCLUDED - Will recover via costs application to magistrates	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Annual returns to the SOS on the number of licences, and fees granted or received - EXCLUDED	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Appeals in respect of decisions of licensing authority - EXCLUDED	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PART B ADDITIONAL- ANNUAL TOTAL							£116.93
NEW FEES PROPOSED	PART A	PART B	TOTAL A & B				
LICENCE FOR KEEPING DANGEROUS WILD ANIMALS	£434.95	£116.93	£551.87				