

**Example of the factors taken into account when calculating the fee for an application for a Sexual Entertainment Venue.**

Fee set for 2023/24 at £7,810 (New Application)

<b>Task</b>	<b>Predicted Cost £</b>
<b>Pre-application queries</b> <ul style="list-style-type: none"> <li>• Queries from applicant</li> <li>• Keeping forms etc. up to date</li> </ul>	168
<b>Receipt of application</b> <ul style="list-style-type: none"> <li>• Allocation of work, review of application</li> <li>• Preliminary enquiries of applicant</li> <li>• Processing fee</li> </ul>	84
<b>Consultation</b> <ul style="list-style-type: none"> <li>• Input details of application onto Assure database</li> <li>• Posting details on website</li> <li>• Consultation with both internal and external teams</li> </ul>	104
<b>Consultation responses</b> <ul style="list-style-type: none"> <li>• Interviewing applicant and site visit, locality assessment</li> <li>• Check newspaper advertisement</li> <li>• Consider representations</li> <li>• Queries from responsible authorities</li> <li>• Update database</li> </ul>	809
<b>Determination</b> <ul style="list-style-type: none"> <li>• Planning team and noise team logs/information</li> <li>• Pre-hearing admin</li> <li>• Hearing process (including costs for legal and other City departments)</li> </ul>	1,819
<b>Post-hearing and production of licence</b> <ul style="list-style-type: none"> <li>• Work of committee officer producing minutes, decision letters, notifying applicant etc</li> <li>• Preparation of licence, update database</li> </ul>	613
<b>Policy costs</b> <ul style="list-style-type: none"> <li>• Policy development</li> <li>• Committee work</li> <li>• Consultation with final report to Court of Common Council</li> <li>• Legislative updates, training</li> </ul>	1809
<b>Post-licence</b> <ul style="list-style-type: none"> <li>• Member queries; responding to FOIs</li> <li>• Updating website</li> <li>• Review of fees</li> </ul>	1,001
<b>Compliance costs</b> <ul style="list-style-type: none"> <li>• Proactive compliance visits</li> </ul>	1,403
<b>Total Predicted Cost per Application</b>	<b>7,810</b>