

**Licence Fees and Charges 2024/2025**

| <b>Timetable</b>   |                                |
|--|--------------------------------|
| <b>Meeting</b>   | <b>Date</b>                    |
| Licensing Committee  | 11 <sup>th</sup> November 2023 |
| Executive/Lead Member on the Executive for (Portfolio Name) ( <i>select correct option</i> ) | N/A                            |

|                                       |  |
|---------------------------------------|--|
| <b>Will this be a Key Decision?</b>   | No   |
| <b>Urgency</b>                        | Not Applicable   |
| <b>Final Decision-Maker</b>           | Licensing Committee                                      |
| <b>Lead Head of Service</b>           | John Littlemore, Head of Housing and Regulatory Services |
| <b>Lead Officer and Report Author</b> | Lorraine Neale   |
| <b>Classification</b>                 | Public   |
| <b>Wards affected</b>                 | All  |

**Executive Summary**

The authority is required to review the fees set for the administration of the Town Police Clauses Act 1847, Local Government (Miscellaneous Provisions) Act 1976, Local Government (Miscellaneous Provisions) Act 1982, The Gambling Act 2005 and The Scrap Metal Dealers Act 2013. This ensures the Council complies with its statutory duty and the licensing of these regimes is self-financing, in accordance with the Council’s Medium Term Financial Strategy.

**Purpose of Report**

To seek Member approval of the licence fees and charges for the financial year 2023/24 where the Council has discretion over the level of fee as set out at **2.5, 2.6, 2.7, 2.8, 2.9, 2.10** and **2.11** of the report for implementation on 1 April 2024.

**This report makes the following recommendations to the Committee**

1. That the fee levels as set out at **2.6, 2.7, 2.8, 2.9, 2.10** and **2.11** of the report for implementation on 1 April 2024, be approved; and
2. That the fee level as set out at **2.5** of the report for implementation on 1 April 2024 be approved, with any consultation responses received to be presented to the committee for consideration before that fees implementation.

# Licence Fees and Charges 2024/2025

## 1. CROSS-CUTTING ISSUES AND IMPLICATIONS

| Issue                                 | Implications  | Sign-off                           |
|---------------------------------------|---|------------------------------------|
| <b>Impact on Corporate Priorities</b> | <p>The four Strategic Plan objectives are:</p> <ul style="list-style-type: none"> <li>• Embracing Growth and Enabling Infrastructure</li> <li>• Safe, Clean and Green</li> <li>• Homes and Communities</li> <li>• A Thriving Place</li> <li>• We do not expect the recommendations will by themselves materially affect achievement of corporate priorities.</li> </ul>   | Senior Licensing Officer           |
| <b>Cross Cutting Objectives</b>       | <p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> <li>• Heritage is Respected</li> <li>• Health Inequalities are Addressed and Reduced</li> <li>• Deprivation and Social Mobility is Improved</li> <li>• Biodiversity and Environmental Sustainability is respected</li> <li>• The report recommendations do not materially impact on the achievement of the cross-cutting objectives</li> </ul> | Senior Licensing Officer           |
| <b>Risk Management</b>                | <ul style="list-style-type: none"> <li>• Refer to Section 5 of the report</li> </ul>  | Senior Licensing Officer           |
| <b>Financial</b>                      | <ul style="list-style-type: none"> <li>• No implications identified</li> </ul>  | Section 151 Officer & Finance Team |
| <b>Staffing</b>                       | <ul style="list-style-type: none"> <li>• Not applicable</li> </ul>  | Senior Licensing Officer           |
| <b>Legal</b>                          | <ul style="list-style-type: none"> <li>• Whilst certain fees are statutory, others are discretionary as set out in the report. Should parts of industry believe the Authority's discretionary fees are at a level which is greater than the costs of the statutory functions then it would be open to them to undertake judicial review proceedings. Should this arise,</li> </ul>  | Legal Team                         |

|  |   |                                  |
|--|---|----------------------------------|
|  | the authority would need to evidence how it arrived at the fee levels to demonstrate that they have been calculated on a cost recovery basis only.  |                                  |
| <b>Information Governance</b>          | <ul style="list-style-type: none"> <li>The recommendations do not impact personal information (as defined in UK GDPR and Data Protection Act 2018) the Council processes.</li> </ul>                                    | Information Governance Team      |
| <b>Equalities</b>                      | <ul style="list-style-type: none"> <li>The recommendations do not propose a change in service therefore will not require an equalities impact assessment</li> </ul>   | Equalities & Communities Officer |
| <b>Public Health</b>                   | <ul style="list-style-type: none"> <li>No implications identified</li> </ul>  | Senior Licensing Officer         |
| <b>Crime and Disorder</b>              | <ul style="list-style-type: none"> <li>There are no implications to Crime and Disorder</li> </ul>   | Senior Licensing Officer         |
| <b>Procurement</b>                     | <ul style="list-style-type: none"> <li>Not applicable</li> </ul>  | Senior Licensing Officer         |
| <b>Biodiversity and Climate Change</b> | <p>The implications of this report on biodiversity and climate change have been considered and are;</p> <ul style="list-style-type: none"> <li>There are no implications on biodiversity and climate change.</li> </ul> | Senior Licensing Officer         |

## 2. INTRODUCTION AND BACKGROUND

2.1 The Council's fees and charges are reviewed on an annual basis as part of the budget setting process. The individual licence, consents and permits fees are calculated to recover the cost of issuing the licence, consent or permit and ensuring compliance with the requirements of the relevant legislation. There are other Licences issued by the Licensing Department where the fees are set by statute and are fixed or are within parameters and these cannot be changed, these are Licensing Act 2003 fees and some Gambling fees such as Lotteries and permits.

2.2 Since the robust review in 2016 there has been no significant change in the time taken or the various tasks required to produce the majority of licenses, consents or permits. Previous years demonstrate that the service recovers its costs and does not make a profit (pandemic years being the exception), the Council's Medium Term Financial Strategy 2020/21 – 2025/26 considers the pandemic and its effect on fees and charges and assumes an adverse rate of 3% inflation, however the current CPI for 2023 is higher at 6.7% and so an increase of 6% has been applied to licence fees. This increase has not been applied to the sundry costs for taxis as there is no officer involvement and only the licensing hub administration costs should apply. A new fee for

temporary plates has been introduced for taxi vehicles which allows all partners to comply to the partnership procedure for temporary/insurance replacement vehicles.

(all fees may have been rounded up or down).

- 2.3 Members are asked to consider the proposals for increases to the fees and charges for which this Committee is responsible for reviewing at a local level.

### **Proposed Fees**

#### **Taxis and Private Hire Fees and Charges.**

**There is a Legal Requirement to publish a Public Notice to advertise proposed variations to Hackney Carriage and Private Hire licence fees.**

- 2.4 Officers from the licensing department will email those Hackney Carriage Proprietors, Private Hire Operators and Drivers where we have their email addresses after this Licensing Committee meeting to give them the opportunity to make representation. A Notice will also be placed in a local paper and will be available on the Council's website.

- 2.5 Proposed Hackney Carriage and Private Hire Licensing fees from 1 April 2024 are:

|  | Current Fees   | Proposed Fees  |
|--|--|--|
| Knowledge test   | £36 per test   | £38  |
| EQUO online test   | £67  | £71  |
| <b><u>Hackney Carriage Driver and Dual (Hackney &amp; Private Hire) Driver Licence</u></b> |  |  |
| <u>On initial application</u>  | £ 353 for three years<br>(this includes £24.50 towards the Demand Survey & £8.50 for maintenance of TV monitor)<br><br>£145 for one year | £ 374 for three years<br>(this includes £26 towards the Demand Survey & £9 for maintenance of TV monitor)<br><br>£154 for one year |
| Disclosure Barring Service search fee  | £38 every one or three years depending on licence (or £13 per year if they sign up to the online service)                                | £38 every one or three years depending on licence (or £13 per year if they sign up to the online service)                          |
| <b>Total (including DBS fee)</b>   | <b>£390 for three years</b><br><b>£183 for one year</b>  | <b>£412 for three years</b><br><b>£192 for one year</b>  |
| <u>On renewal</u>  | £344 for three years   | £365 for three years   |

|   | Current Fees  | Proposed Fees   |
|---|---|---|
|   | (this includes £24.50 towards the Demand Survey & £8.50 for maintenance of TV monitor)<br><br>£127 for one year (due to age or medical) | (this includes £26 towards the Demand Survey & £9 for maintenance of TV monitor)<br><br>£135 for one year (due to age or medical) |
| Disclosure Barring Service search fee   | £38 every one or three years depending on licence (or £13 per year if they sign up to the online service)                               | £38 every one or three years depending on licence (or £13 per year if they sign up to the online service)                         |
| <b>Total (including DBS fee)</b>        | <b>£382 for three years</b><br><b>£165 for one year</b>   | <b>£403 for three years</b><br><b>£173 for one year</b>   |
| <b>Private Hire Driver Licence</b>      |   |   |
| On initial application                  | £271 for three years<br>£163 for one year   | £287 for three years<br>£173 for one year   |
| Disclosure Barring Service search fee   | £38 every one or three years depending on licence (or £13 per year if they sign up to the online service)                               | £38 every one or three years depending on licence (or £13 per year if they sign up to the online service)                         |
| <b>Total (including DBS fee)</b>        | <b>£309 for three years</b><br><b>£201 for one year</b>   | <b>£325 for three years</b><br><b>£211 for one year</b>   |
| On renewal                              | £266 for three years<br>£143 for one year (due to age or medical)   | £282 for three years<br>£152 for one year (due to age or medical)   |
| Disclosure Barring Service search fee   | £38 every one or three years depending on licence (or £13 per year if they sign up to the online service)                               | £38 every one or three years depending on licence (or £13 per year if they sign up to the online service)                         |
| <b>Total (including DBS fee)</b>        | <b>£304 for three years</b><br><b>£181 for one year</b>   | <b>£320 for three years</b><br><b>£190 for one year</b>   |
| <b>Hackney Carriage Vehicle Licence</b> |   |   |
| New & Renewal                           | <b>£327 for one year</b><br><br>(this includes £24.00 towards the Demand Survey & £8.50 for maintenance of TV monitor)                  | <b>£347 for one year</b><br><br>(this includes £26 towards the Demand Survey & £9 for maintenance of TV monitor)                  |

|   | Current Fees             | Proposed Fees            |
|---|--------------------------|--------------------------|
| <b>Private Hire Vehicle Licence</b>                                 |                          |                          |
| New & Renewal   | <b>£302 for one year</b> | <b>£320 for one year</b> |
| <b>Private Hire Operator Licence</b>                                |                          |                          |
| <b>5 year licence</b> – Initial application                         | £552 for five years      | £585 for five years      |
| <b>5 year licence</b> - Renewal                                     | £462 for five years      | £490 for five years      |
| <b>3 year licence</b> – Initial application                         | £386 for three years     | £409 for three years     |
| <b>3 year licence</b> - Renewal                                     | £313 for three years     | £332 for three years     |
| <b>1 year licence</b> – Initial application                         | £223 for one year        | £236 for one year        |
| <b>1 year licence</b> - Renewal                                     | £147 for one year        | £156 for one year        |
| <b>Other Costs</b>  |                          |                          |
| *DBS/general administration fee                                     | £30                      | £30                      |
| *Change of ownership of licensed vehicle                            | £79                      | £26                      |
| *Replace vehicle plate  | £26                      | £19                      |
| *Replace driver badge   | £12                      | £13                      |
| *Duplicate paper licence  | £13                      | £13                      |
| *Change of name for a vehicle licence                               | £13                      | £26                      |
| *Change of name or address for a operator licence                   | £13                      | £48                      |
| *Change of name and address for a driver badge (badge not included) | £24                      | £24                      |
| Plate bracket   | -                        | £46                      |
| Vehicle exemption certificate                                       | £51                      | £54                      |
| Temporary plate   | -                        | £115                     |

## Gambling Act 2005

2.6 The maximum levels have been included in the table in brackets for comparison purposes. The previous year's fees are printed in italics for your information. The proposed fees are in bold and those cells that are shaded in the body of the table are where we have reached the maximum fee level that may be set.

| Premises Type                                 |                                      | New Application<br>£                 |   |   | Annual Fee<br>£   |                                |                                |
|---|--------------------------------------|--------------------------------------|---|---|---|--------------------------------|--------------------------------|
| Existing Casinos                              |                                      | n/a                                  |   |   | n/a   |                                |                                |
| New Small Casino                              |                                      | <b>8000</b>                          | <b>(8,000)</b>                                | <b>8000</b>   | <b>5000</b>   | (5000)                         | 4759                           |
| New Large Casino                              |                                      | <b>10,000</b>                        | (10,000)                                      | 9857  | <b>8155</b>   | (10000)                        | 7694                           |
| Bingo Club                                    |                                      | <b>3453</b>                          | (3500)  | 3258  | <b>980</b>  | (1000)                         | 924                            |
| Betting Premises<br>(excluding Tracks)        |                                      | <b>3000</b>                          | <b>(3000)</b>                                 | <b>3000</b>   | <b>600</b>  | <b>(600)</b>                   | <b>600</b>                     |
| Tracks  |                                      | <b>2117</b>                          | (2500)  | 1997  | <b>980</b>  | (1000)                         | 924                            |
| Family Entertainment<br>Centres               |                                      | <b>2000</b>                          | (2000)  | 1997  | <b>750</b>  | (750)                          | 746                            |
| Adult Gaming Centre                           |                                      | <b>2000</b>                          | (2000)  | 1997  | <b>750</b>  | <b>(750)</b>                   | <b>750</b>                     |
| Temporary Use Notice                          |                                      | <b>277</b>                           | (500)   | 262   | <b>N/A</b>  |                                |                                |
|   | Applicati<br>on to<br>Vary           | Applicati<br>on to<br>Transfer       | Applicati<br>on for<br>Re-<br>Instate<br>ment | Applicati<br>on for<br>Provisi<br>onal<br>Stateme<br>nt | Licence<br>Applicat<br>ion<br>(provisi<br>onal<br>Statem<br>ent<br>holders) | Copy<br>Licence                | Notificati<br>on of<br>Change  |
|   | £                                    | £                                    | £   | £   | £   | £                              | £                              |
| Existing<br>Casinos                           | n/a                                  | n/a                                  | n/a   | n/a   | n/a   | n/a)                           | n/a)                           |
| New Small<br>Casino *                         | <b>4000</b><br>(4000)<br><i>4000</i> | <b>1800</b><br>(1800)<br><i>1797</i> | <b>1800</b><br>(1800)<br><i>1797</i>          | <b>8000</b><br>(8000)<br><i>8000</i>                    | <b>3000</b><br>(3000)<br><i>2967</i>  | <b>14</b><br>(25)<br><i>13</i> | <b>32</b><br>(50)<br><i>30</i> |
| New<br>Large<br>Casino *                      | <b>4958</b><br>(5000)<br><i>4677</i> | <b>2150</b><br>(2150)<br><i>2150</i> | <b>2150</b><br>(2150)<br><i>2150</i>          | <b>10000</b><br>(10000)<br><i>9842</i>                  | <b>4769</b><br>(5000)<br><i>4499</i>  | <b>14</b><br>(25)<br><i>13</i> | <b>32</b><br>(50)<br><i>30</i> |
| Bingo<br>Club                                 | <b>1750</b><br>(1750)<br><i>1750</i> | <b>1200</b><br>(1200)<br><i>1200</i> | <b>501</b><br>(1200)<br><i>473</i>            | <b>2752</b><br>(3500)<br><i>2596</i>                    | <b>1200</b><br>(1200)<br><i>1200</i>  | <b>15</b><br>(25)<br><i>14</i> | <b>34</b><br>(50)<br><i>32</i> |
| Betting<br>Premises<br>(excludin<br>g tracks) | <b>1500</b><br>(1500)<br><i>1500</i> | <b>1200</b><br>(1200)<br><i>1200</i> | <b>477</b><br>(1200)<br><i>450</i>            | <b>2153</b><br>(3000)<br><i>2031</i>                    | <b>1200</b><br>(1200)<br><i>1200</i>  | <b>15</b><br>(25)<br><i>14</i> | <b>34</b><br>(50)<br><i>32</i> |

|                                     |                                      |                                      |                                    |                                      |                                      |                                |                                |
|-------------------------------------|--------------------------------------|--------------------------------------|------------------------------------|--------------------------------------|--------------------------------------|--------------------------------|--------------------------------|
| <b>Tracks</b>                       | <b>1250</b><br>(1250)<br><i>1250</i> | <b>950</b><br>(950)<br><i>950</i>    | <b>477</b><br>(1200)<br><i>450</i> | <b>2355</b><br>(2500)<br><i>2222</i> | <b>950</b><br>(950)<br><i>950</i>    | <b>15</b><br>(25)<br><i>14</i> | <b>34</b><br>(50)<br><i>32</i> |
| <b>Family Entertainment Centres</b> | <b>1000</b><br>(1000)<br><i>1000</i> | <b>950</b><br>(950)<br><i>950</i>    | <b>483</b><br>(950)<br><i>456</i>  | <b>2000</b><br>(2000)<br><i>2000</i> | <b>950</b><br>(950)<br><i>950</i>    | <b>15</b><br>(25)<br><i>14</i> | <b>34</b><br>(50)<br><i>32</i> |
| <b>Adult Gaming Centre</b>          | <b>1000</b><br>(1000)<br><i>1000</i> | <b>1200</b><br>(1200)<br><i>1200</i> | <b>483</b><br>(950)<br><i>456</i>  | <b>2000</b><br>(2000)<br><i>2000</i> | <b>1200</b><br>(1200)<br><i>1200</i> | <b>15</b><br>(25)<br><i>14</i> | <b>34</b><br>(50)<br><i>32</i> |
| <b>Temporary Use Notice</b>         | <b>n/a</b>                           | <b>n/a</b>                           | <b>n/a</b>                         | <b>n/a</b>                           | <b>n/a</b>                           | <b>15</b><br>(25)<br><i>14</i> | <b>34</b><br>(50)<br><i>32</i> |

### **Scrap Metal Dealers Act 2013**

2.7 In setting a fee, the authority must have regard to any guidance issued by the Secretary of State, the proposed fees were originally calculated using that Guidance and the proposed fees raised by the 6% inflation increase

|  | Current Fee | Proposed Fee |
|--|-------------|--------------|
| <b>Maidstone Borough Council</b>         |             |              |
| Site licence – grant                     | £525        | £556         |
| Site licence – renewal                   | £445        | £472         |
| Collector’s licence – grant or renewal   | £320        | £339         |
| Minor administrative change to licence   | £35         | £37          |
| Variation - change of site manager       | £187        | £198         |
| Variation from collector to site licence | £228        | £242         |
| Variation from site to collector licence | £149        | £158         |

### **Sexual Entertainment Venue fees**

2.8 The authority is required to review the fees set for the administration of the Local Government (Miscellaneous Provisions) Act 1982. This ensures the Council complies with its statutory duty and that the licensing of Sexual Entertainment Venue premises is self-financing, in accordance with the Council's Medium Term Financial Plan

|                                  | Current Fee | Proposed Fee |
|----------------------------------|-------------|--------------|
| <b>Maidstone Borough Council</b> |             |              |
| New Licence Application          | £4888       | £5181        |
| Renewal Licence Application      | £4888       | £5181        |
| Transfer of Licence              | £2387       | £2530        |

### **Boats and Boatmen**

2.9 The authority is required to review the fees set for the administration of the Public Health Acts Amendment Act 1907 and Local Government, Planning and Land Act 1980. This ensures the Council complies with its statutory duty and that the licensing of Boats and Boatmen is self-financing, in accordance with the Council's Medium Term Financial Plan

|                                  | Current Fee | Proposed Fee |
|----------------------------------|-------------|--------------|
| <b>Maidstone Borough Council</b> |             |              |
| Pleasure Boats (New & Renewal)   | £144        | £153         |
| Row Boats (New & Renewal)        | £29         | £31          |
| Boatmen (New & Renewal)          | £17         | £18          |

## **Street Trading**

2.10 The authority is required to review the fees set for the administration of the Local Government (Miscellaneous Provisions) Act 1982. This ensures the Council complies with its statutory duty and that the authorisation of Street Trading is self-financing, in accordance with the Council's Medium Term Financial Plan

|   | Current Fee | Proposed Fee |
|---|-------------|--------------|
| <b>Maidstone Borough Council</b>                                      |             |              |
| Consultation application fee (applies to full year applications only) | £156        | £165         |
| Up to 12 trading days New only (on grant)                             | £34         | £36          |
| Full year consent (New & Renewal) (on grant)                          | £265        | £281         |
| Additional assistants (checks and badges)                             | £52         | £55          |
| Additional change (additional products)                               | £52         | £55          |
| Copy/replacement Licence  | £13         | £14          |
| Copy/replacement Badge  | £13         | £14          |

## **2.11 Licensing Act 2003 & Gambling Act 2005 PRE-APPLICATION ADVICE**

These fees are for additional services provided by Officers and the Hub to assist applicants with their applications.

| <b>Covers applications for:</b>  |                              |                               |
|--|------------------------------|-------------------------------|
| <p><b>Licensing Act 2003</b></p> <ul style="list-style-type: none"> <li>• new premises licences</li> <li>• full variations of premises licence</li> <li>• new club premises certificate (CPC)</li> <li>• variation of CPC</li> <li>• provisional statement</li> </ul> <p><b>Gambling Act 2005</b></p> <ul style="list-style-type: none"> <li>• new and variation applications</li> </ul> |                              |                               |
|  | <b>Current<br/>2023/2024</b> | <b>Proposed<br/>2024/2025</b> |
| Up to one hour of advice regarding licence applications, including assistance in completing form (hourly rate)   | £75.00                       | <b>£80.00</b>                 |
| site visit (to give advice) – up to one hour   | £100.00                      | <b>£107.00</b>                |
| <b>Licensing Act 2003</b> - Minor variations – up to 30 mins advice on applications (including assessment as to whether suitable as a minor, suggestion on wording of proposed conditions, help completing application etc)  | £35.00                       | <b>£38</b>                    |

| <b>HUB TEAM SERVICES</b>   |                    |               |
|--|--------------------|---------------|
| In depth assistance in completing application forms and advice on correct documentation for: <ul style="list-style-type: none"> <li>• Transfer</li> <li>• Variation of Designated premises supervisor</li> <li>• Personal licence</li> </ul> | £40.00 (incl. VAT) | <b>£43.00</b> |
| In depth assistance in completing Temporary event notices and advice on limits etc   | £15.00 (incl. VAT) | <b>£16.00</b> |
| <b>OTHER ADMIN CHARGES</b>   |                    |               |
| Upon request of licence holder, amend and re-issue invoice for statutory annual fee  | £10.00             | <b>£11.00</b> |
| Upon request of licence holder, amend contact details for lottery registration   | £10.00             | <b>£11.00</b> |

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### 3. AVAILABLE OPTIONS

- 3.1 Members may decide to leave the fee levels as they are and not apply an inflationary increase to cover the full cost of delivering the licensing function. This would mean there would be a shortfall in income against the budget set for the function. Authorities cannot make a profit from the system and must ring-fence income from licensing fees so that any surplus or deficit is carried forward to the next year's budget, any surplus in one area cannot be used to subsidise a shortfall in another.
- 3.2 Members may approve the inflationary increase fees as set at **2.5, 2.6, 2.7, 2.8, 2.9, 2.10** and **2.11**
- 3.3 Members may require a fee higher than the cost of delivering the service. However, the fee is statutorily required to be reasonable and case law indicates that compliance with the EU Services Directive and Regulations requires that only the cost of administering the application and monitoring compliance be included in the fee. If the Council were to exceed this without justification it may be subject to challenge.

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### 4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 Members are requested to approve the proposed inflationary fee increases as set out at **2.5, 2.6, 2.7, 2.8, 2.9, 2.10** and **2.11** of the report to ensure that the fee income reflects the cost of providing the service.
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## **5. RISK**

- 5.1 If the fees are set to high then there is a risk that we could be challenged as an Authority.
  - 5.2 If the fees are set to low there is the risk we will not cover the cost of delivering the service incurring a deficit.
- 

## **6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK**

- 6.1 The fees set out at 2.5 are subject to consultation and any responses from consultation will be brought to a future Licensing Committee for consideration before adopting these fees.
  - 6.2 The fees set out at **2.6, 2.7, 2.8, 2.9, 2.10** and **2.11** are not subject to consultation
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## **7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION**

- 7.1 The fees will be charged with respect to new, existing and renewal applications from 1 April 2024 and published on our website.
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## **8. REPORT APPENDICES**

N/A

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## **9. BACKGROUND PAPERS**

N/A

2.1