

**ANGUS COUNCIL – 18 FEBRUARY 2016**

**REVIEW OF CIVIC LICENSING FEE STRUCTURE**

**REPORT BY HEAD OF LEGAL AND DEMOCRATIC SERVICES**

**ABSTRACT**

The purpose of this report is to recommend an increase of fees charged in respect of licences issued under the Civic Government (Scotland) Act 1982 and other miscellaneous statutes.

**1. RECOMMENDATIONS**

Council is asked to;-

- (i) approve the revised fee structure contained in **Appendix 1**; and
- (ii) agree an implementation date of 1 April 2016.

**2. BACKGROUND**

- 2.1 Sections 12 & 15 of the Civic Government (Scotland) Act 1982 obliges the Council to ensure that the total amount of fees charged by it is sufficient to meet the expenditure incurred in carrying out the functions of the licensing authority under that Act. By reviewing fees on an annual basis large increases can be avoided. The last review of fees was carried out on 19 February 2015 at which time an average increase of 3.5% for both new and renewal applications was approved to take effect from 1 April 2015.
- 2.2 Following a detailed review, a general percentage rise of approximately 2.5% has been identified as being required for the forthcoming financial year. A new fee structure is proposed and is attached at Appendix 1 which, for comparison purposes, also shows the current structure.
- 2.3 Whilst the increase in the proposed new structure for council fees is approximately 2.5% for both new and renewal applications, the variance between figures can be explained in the rounding process as a number of fees have been rounded to provide more manageable figures.
- 2.4 It is proposed that the increased fees, if accepted, will be implemented from 1 April 2016.

**3. RISKS**

- 3.1 This report does not require any specific risk issues to be addressed.

**4. FINANCIAL IMPLICATIONS**

- 4.1 If approved the review of fees should result in increased income of approximately £2.0k to the Council. The additional income has been accounted for within the Legal and Democratic Services 2016/17 revenue budget proposals.

**NOTE:** No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.

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List of Appendices:

Appendix 1 – Revised Fee Structure