

PERTH AND KINROSS COUNCIL

Licensing Committee

21 February 2019

REVIEW OF CIVIC LICENCE FEES

Report by Head of Legal and Governance Services (Report No. 19/49)

PURPOSE OF REPORT

This report recommends that the Committee approves an increase in fees as shown in Appendix 1 for licences issued under the Civic Government (Scotland) Act 1982 and the Housing (Scotland) Act 2006.

1. BACKGROUND / MAIN ISSUES

- 1.1 The Civic Government (Scotland) Act 1982 gives the Council power to set fees for individual licences in order to recover the cost of providing the civic licensing service. In setting the fees, the Council must ensure that the income received by the Council meets the expenses incurred in exercising its functions under the Act.
- 1.2 The Housing (Scotland) Act 2006 also gives the Council power to set fees for Houses in Multiple Occupation Licences.
- 1.3 This review has been undertaken in accordance with the recommendations of the Scrutiny Committee report Charging for Services (report 15/65 refers) and the revised Corporate Charging Policy for full cost recovery of providing a service. The fees were last reviewed in 2017.

2. PROPOSED AMENDMENTS TO FEES

- 2.1 It is proposed that the revised fees detailed in Appendix 1 be adopted with effect from 1 April 2019. The increase in fees represents an inflationary increase of approximately 2.2%, in keeping with the Bank of England Consumer Price Inflation index as at November 2018. Fees are rounded up to the nearest £5.

3. CONCLUSION AND RECOMMENDATION(S)

- 3.1 The report proposes an increase in fees charged in terms of the Civic Government (Scotland) Act 1982 and the Housing (Scotland) Act 2006 as set out in this report, to take effect from 1 April 2019.
- 3.2 The Committee is asked to approve the increase in fees charged as set out in Appendix 1.

Author(s)

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Approved

Name	Designation	Date
Lisa Simpson	Head of Legal Services	07 February 2019

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	None
Corporate Plan	Yes
Resource Implications	
Financial	Yes
Workforce	None
Asset Management (land, property, IST)	None
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	Yes
Risk	None
Consultation	
Internal	None
External	None
Communication	
Communications Plan	None

1. Strategic Implications

Community Plan / Single Outcome Agreement

Corporate Plan

- 1.1 The Council's Corporate Plan 2018 – 2022 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:-

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

2. Resource Implications

Financial

- 2.1 There are no direct financial implications arising from this report other than those reported within the body of the main report.

3. Assessments

Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 A full EFIA has determined that the proposal is **relevant** for the purposes of EFIA, with the following outcome being decided:
No major change is required. The Policy, Practice, Project, Service Reform or Budget Option is robust and can continue without amendment

Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.5 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

4. Consultation

Internal

- 4.1 None

External

- 4.2 None

2. BACKGROUND PAPERS

None

3. APPENDICES

- 3.1 Perth and Kinross proposed List of Fees – Appendix 1