

Perth And Kinross Council

Licensing Committee

30 January 2024

REVIEW OF CIVIC LICENCE FEES

Report By Strategic Lead – Legal And Governance
(Report No. 24/36)

1. PURPOSE

- 1.1 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. It is proposed that the revised fees detailed in Appendix 1 be adopted with effect from 1 April 2024.

2. RECOMMENDATIONS

- 2.1 It is recommended that the Licensing Committee:
- approves the increase in fees as shown in Appendix 1 for licences issued under the Civic Government (Scotland) Act 1982.

3. STRUCTURE OF REPORT

- 3.1 This report is structured over the following sections:
- Section 4: Background
 - Section 5: Proposals
 - Section 6: Conclusion

4. BACKGROUND / MAIN ISSUES

- 4.1 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 through fees meets the expenses incurred in exercising its functions under the Act.
- 4.2 Fees for licences issued under the 1982 Act were last reviewed in February 2020. The proposed change represents an inflationary increase of 4% which is consistent with the Council's medium term financial plan (report 23/267 refers) where the mid-range assumption for 24/25 is 4% for fees and charges.
- 4.3 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 of full cost recovery for providing a service.

5. PROPOSALS

- 5.1 It is proposed that a 4% increase in fees is made to all fees for licences under the 1982 Act listed in the Appendix. Fees have been unchanged for almost 4 years, so an uplift is necessary to ensure that the costs of operating the licensing system are fully recovered through fees.

6. CONCLUSION

- 6.1 The report proposes an increase in fees charged in terms of the Civic Government (Scotland) Act 1982 as set out in this report, to take effect from 1 April 2024.
- 6.2 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
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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

1. Strategic Implications

Community Plan

1.1 Not applicable

Corporate Plan

1.2 The Council's Corporate Plan 2022/23 to 2027/28 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) Children and young people grow up safe, respected, well-educated and confident in their ability to realise their full potential;
- (ii) People and businesses are increasingly able to prosper in a local economy which supports low carbon ambitions and offers opportunities for all;
- (iii) People can achieve their best physical and mental health and have access to quality care and support when they need it;

- (iv) Communities are resilient and physically, digitally and socially connected;
- (v) Perth and Kinross is a safe and vibrant place, mitigating the impact of climate and environmental change for this and 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.

Workforce

- 2.2 Not applicable

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 was not necessary as the report has no impact in terms of the public sector equality duty or people with protected characteristics.

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 Finance and Business Support have been consulted in connection with the proposed increase in fees.

External

- 4.2 None

2. BACKGROUND PAPERS

None

3. APPENDICES

- 3.1 Appendix 1 - Perth and Kinross Proposed List of Fees