

Item 06 – Licensing Pre-Application Advice Charges Review and Introduction of Other Admin Fees

The attached report was considered by the Cleaner & Greener Advisory Committee on 14 March 2023. The relevant Minute extract is below.

Cleaner & Greener Advisory Committee (14 March, Minute 40)

The Chairman presented the report, which set out the proposed changes to pre-application advice charges. The Chairman explained that the fees were being restructured to clarify the process and help customers understand the different levels of advice available. Additional fees were being brought in for assisting with temporary event notices, updating records for lottery registrations, and for raising replacement invoices when requested by licence holders, to help cover costs.

The Committee discussed the report.

Resolved: That

- a) It be recommended to Cabinet that the restructured fees for Licensing pre-application advice be approved; and
- b) That it be recommended to Cabinet that the introduction of some new smaller admin fees to cover the resourcing cost of providing the service, be approved.