

A One Day Course

Facilitated by: **James Button BA.**, Solicitor, MCI Arb,
MIO L.- Principal



Confident that the licence fees that you set and levy are lawful, and that you can resist any challenge?

This course enables consideration of:

- * your licence fees
- * the legality of those fees
- * the political dimension to fee setting
- * the consequences of getting the fees wrong

Key personnel who would benefit from this course:

- * Chair (and other members) of the Licensing Committee
- * Portfolio Holder for Licensing
- * Portfolio Holder for Finance
- * Licensing Officer
- * Head of Service for the Relevant Department
- * Finance Officer
- * Legal adviser,
- * DSO

Course Outline

Session 1 – Licensing Fees – The Legal Position

- * What fees can be charged?
- * How do you determine the fees?
- * What can and cannot be taken into account?
- * Impact of the EU Services Directive

Session 3 – Worked Example of Fee Setting

- * How one authority set its fees
- * How long it took
- * How they have used the process since

Session 2 – Practical Exercises

- * How will you set fees?
- * How will you find the correct information?
- * How will you justify them?

Session 4 – Questions and Answers

- * How can you enforce fees?
- * What else do you need to know?

"Jim Button tackles the difficult subject of setting licensing fees and presents the information in a readily understandable format for both experienced professionals and beginners alike. The course represents excellent value for money and avoids the Council making what could be costly errors"
Nigel J Marston, Licensing Manager, South Somerset District Council.