Timeline for updating Fees - including Statutory Steps which must be followed.											
		JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	March	April
Licensing Committee- Consider Methodology for Calculating Fees		29th									
Exec Head of Community in Consolation with Portfolio Holder agree proposed methodology.			Week Commencing 2nd August								
Officer Time Recording	Officers carry out time recording for minimum 3 month period. Making any recommended amendments as necessary.										
Licensing Committee consider Proposed Revised Fees following time recording.					20th October						
Executive Head in Consultation with Portfolio Holder approve Proposed Revised Fees					Week Commencing 25th October						
Notice Placed in Local Paper -28 days allowed for Objections						Notice placed in newspaper week commencing 29th November - 28 days allowed to receive objections.					
No Objections received							Fees become operative at end of 28 day period. Intend to apply them from 1st April 2022.				
Objections received: Licensing committee consider Objections within 2 Months of end of Notice Period									16th February		
Recommended Fees are considered by Executive Head of Community in consultation with Portfolio holder and Executive Head of Finance.									Week Commencing 21st February. Consider and approve recommended fees		
New Fees are applied											1st April 2022