

# SUPPLEMENTARY REPORTS

DIRECTOR OF STRATEGY,  
PERFORMANCE AND  
GOVERNANCE'S OFFICE  
DIRECTOR OF STRATEGY, PERFORMANCE  
AND GOVERNANCE  
Paul Dodson

19 December 2019

Dear Councillor

## COUNCIL – 19 DECEMBER 2019

Please find enclosed the following reports, for consideration at the above meeting, which were unavailable when the agenda was printed.

- 5. **Public Questions** (Pages 3 - 4)
- 7. **Minute Book**
- b) **Strategy and Resources Committee - 5 December 2019** (Pages 5 - 8)  
Amendment to **Appendix 3** to these Minutes (relating to Minute No. 15 – 2020 / 21 Fees and Charges Policy) to show the proposed changes to Fees and Charges Policies for 2020 / 21 as set out in the report considered by the Committee.

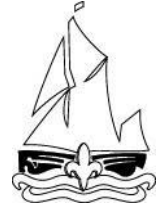
Yours faithfully



Director of Strategy, Performance and Governance

This page is intentionally left blank

**CIRCULATED PRIOR  
TO THE MEETING**



## **RESPONSE FROM THE LEADER TO QUESTIONS FROM THE PUBLIC**

---

**to  
COUNCIL  
19 DECEMBER 2019**

### **PUBLIC QUESTIONS**

#### **1. QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**

- 1.1 In accordance with the Council's public speaking protocol the following questions were received from members of the public.

#### **2. QUESTION ONE**

- 2.1 The following questions were received from Judy Lea, Chairman of the Maldon Society, Spital Road, Maldon on Monday 16 December 2019:

“In connection with the Council's relationship with the proposed new nuclear power station at Bradwell, (also referred to in item 12 on tonight's agenda).

- a) Is it correct that MDC is receiving each month approximately £15,000 from the potential developer?
- b) What use has been made of the income in connection with Bradwell B received to date?
- c) Does the Council recognise its integral role as a primary conduit in a disinterested process of public consultation on whether the nuclear development should proceed?
- d) What answer would be given to those who consider a) and c) above represent a conflict of interest?”

#### **3. QUESTION TWO**

- 3.1 The following question was received from Mr John Rayment of the Thames Sailing Barge Trust, on Tuesday 17 December 2019.

“The Thames Sailing Barge Trust, is a registered charity which owns and operates two sailing barges, Pudge and Centaur, at Hythe Quay. The Trust is a non-profit making charity with no paid employees and is run by volunteers, and has berthed its vessels on the Quay for 37 years.

- The Trust is not a commercial operator

- We gain our income through donations, membership and from the small income we make from taking the public and members on weekend sails between May and September.
- In a good year we just about break-even
- By removing the discount, we will have to pay a further £6500 a year, **this being a 100% increase on what we pay. This is unfair.**
- This increase will put the Trust into a loss-making situation which is not sustainable and will result in us having to consider our future on the Quay.

If the proposed increase is to be based on comparable costs for berthing elsewhere, the Council must also consider the advantages other ports have over the town in terms of tides and other operational factors.

The Trust's aims include making the barges available to the public and children. If we have to move away from Maldon, then these opportunities would be lost to the town. The Trust is part of the Maldon Heritage Group and our barges are part of Maldon's heritage.

And on top of this it is also proposed that you will charge vehicles for parking on the Quay.

**Question:**

We wish to ask the Leader of the Council to reconsider the proposal to increase the wharfage charges by removing the 50% discount for our barges Pudge and Centaur, as this will significantly impact on our viability and future at Maldon."

Directorate	Policy Area	Current Policy	Existing Concessions	Policy 20/21	Proposed Change to Policy for 2020 / 21
Service Delivery	River Moorings	Charge for moorings (not aligned with any other clubs)	None	Retain Existing Policy	
Service Delivery	River Wharfage	Set fees to compete with alternative berthing facilities on the east coast	Quarterly charges discount daily fee by 50%. Discounts available to charitable trusts.	<del>Retain existing Policy-</del> Amendment to existing Policy (see next column)	Removal of 50% Discount. A 5% discount of annual berthing fee if paid in first month of the financial year., there will be no other discounts applicable; the 'daily fee' for mooring only applies to vessels using the visitor's pontoon and not Hythe Quay berths in general. Daily charges for the visitor's pontoon up to 28 days within a 12-month period only. Other berthing areas by Officer negotiation, based upon benchmarking.
Service Delivery	Off Street Car Parking (Maldon Town)	Maximise Income, no free school drop off permits	Disabled Badge holders - Free parking. Season Ticket discounts for Public Sector Partners and Bulk Purchases	<del>Retain existing Policy-</del> Amendment to existing Policy (see next column)	Removal of free parking concession on bank holidays within all Town Centre car parks.
Service Delivery	Off Street Car Parking (Outside Maldon Town)	Free entry	Not Applicable	Retain existing Policy	
Service Delivery	Car Parking/Events	Suspend car parking and introduce a set fee for specific events. Charges will be dependent on the event size and entrance fee. To be determined by the Director of Service Delivery.	None	Retain existing Policy	
Service Delivery					
Service Delivery	Maldon Promenade - Car Parking	Aim for overall 60% cost recovery for Promenade Park - with Car Parking being the key contributor	Maldon District Residents Season Tickets at reduced price. Disabled Badge Holders	Retain existing Policy	
Service Delivery	Maldon Promenade - Splash Park	Charge for the use of the splash park to offset costs of operating the facility	None	Retain existing Policy	
Service Delivery	Use of Council Land for events	All Council Land. Use of a minimum events day rate charge on council owned land determined by the scale of event size to maximise income for all events.	Charity Organisations with under 100 people in attendance receive a concession ensuring full cost recovery.	Retain existing Policy	
Service Delivery	Council owned Land (Inc. Prom)	Charges to be for all council owned land as well as Prom Park to maximise income	Prices to be agreed by the Director of Service Delivery in Conjunction with the Chairman of Strategy and Resources Committee.	Retain existing Policy	
Service Delivery	Maldon Promenade - Beach Huts	Charge for hire of Beach Huts. Charges based on market rates.	None	Retain existing policy	
Service Delivery	Cemeteries	Charges at levels comparable to facilities provided by other local authorities	Local Residents receive discounted rates. Under 18's Free	Retain existing policy	

Directorate	Policy Area	Current Policy	Existing Concessions	Policy 20/21	Proposed Change to Policy for 2020 / 21
Service Delivery	Green Waste Bin Service	Charge for Service	Direct Debit and Web Payments receive a £5 per annum discount. Charges in line with other authorities. Charge for Bin for new subscribers	<del>Retain existing Policy-</del> Amendment to existing Policy (see next column)	Removal of the £5 discount for Direct Debit and web payments.
Service Delivery	Chargeable Household Waste Collection	Charges made for residential homes, with limited collections from villages halls equivalent to domestic property. Charges based on cost recovery for additional collections	Free Clinical waste collection	Retain existing policy.	
Service Delivery	Chargeable Bulky Household Waste Collection	Charge subject to annual adjustment to reflect contract costs. Fee is collected by Maldon District Council (MDC) and an agreed sum paid to the contractor for each collection	None	Retain existing policy	
Service Delivery	Chargeable Street Cleaning	Charges set by negotiation with Officers	Charitable events and some specific commercial events are free	Retain existing policy	
Service Delivery	Maldon Promenade - Pop Up Trading	Charge for the hire of trading stalls to commercial partners on a daily basis	None	Retain existing policy	
Service Delivery	Parks & Open Spaces - Advertising	Charge for advertising on Council owned assets. Charges based on market rates	None	Retain existing policy	
Service Delivery	Court Costs - Council Tax and Business Rates	Charges set to maximum level agreed by Essex Magistrates Courts	None	Retain existing policy	
Service Delivery	CCTV footage requested by individuals, insurance companies or any organisations other than the Police (subject to data protection)	Chargeable services	None	Retain existing policy	
Service Delivery	Refuse and recycling containers for new build properties	Developers to fund the cost of provision of containers for new properties if the development is more than five properties.	None	Retain existing policy	
Service Delivery	Parking Permits for Schools	Chargeable Services	Charges made to Schools for parking in MDC owned car parks	Retain existing policy	
Service Delivery	Road Closures	To reclaim costs plus statutory administration charge.	None	Retain existing policy	
Service Delivery	Promenade Park Concessions	To Charge for concessions on the Prom. Prices set on negotiation with the Director of Service Delivery.	None	Retain existing policy	
Service Delivery	Grounds Maintenance Contracts	Charges for contracts based on competitive market rates ensuring full cost recovery.	None	Retain existing policy	
Service Delivery	Commercial team – Commercial Services - Box Office	Box office services commission rate set by officers – Standard 10% commission for all events. Concession Director of Service Delivery in conjunction with the Chairman of Strategy and Resources Committee be granted discretion to vary this rate to support the corporate goals of the Council.	None	Retain existing policy	

Directorate	Policy Area	Current Policy	Existing Concessions	Policy 20/21	Proposed Change to Policy for 2020 / 21
Service Delivery	Commercial team – Commercial Services - Marketing	Commercial team to charge a competitive hourly rate for its marketing and promotional services ensuring full cost recovery	None	Retain existing policy	
Service Delivery	Commercial team – Commercial Services - Sponsorship	Commercial Team to seek funding and sponsorship from partners and other organisations for which the Team provides a service, such as transport providers - Charges set by negotiation with the Director of Service Delivery and in-line with agreed criteria.	None	Retain existing policy	
Strategy, Performance and Governance (SPG)	Land Charges	Self Financing Service subject to regulations	None	Retain existing policy	
SPG	Public Hire Vehicle & Hackney Carriage Licensing	Self financing service	None	Retain existing policy	
SPG	Building Control - Chargeable Services	Self financing service (by regulation) Break even over a five year period	None	Retain existing policy	
SPG	Development Control and Conservation - Pre Application Advice	Charge for advice	Not Applicable	Retain existing policy	
SPG	Development Control - Planning Performance Agreements (PPA)	Charge based on generic officer cost rates to complete the tasks in the PPA.	Not Applicable	Retain existing policy	
SPG	Planning Fees (Development control fees)	No Policy - no powers at present	Not Applicable	Retain existing policy	
SPG	Licensing Act 2003	Set fees in line with the costs incurred in providing the service	None	Retain existing policy	
SPG	Gambling Act 2005	Set fees in line with the costs incurred in providing the service	None	Retain existing policy	
SPG	Scrap Metal Dealers Act 2013	Recover reasonable costs of administration in accordance with statutory guidance	None	Retain existing policy	
SPG	Pest Control	Set charges to be competitive with other service providers	None	Retain existing policy	
SPG	Animal Licensing	Set fees in line with the costs incurred in providing the service	None	Retain existing policy	
SPG	Mobile Homes Act 2013	Set fees in line with the costs incurred in providing the service	Exempt those sites that have 8 or less units (Band 1)	Retain existing policy	
SPG	Pre Application for Tree Preservation Order advise	Charge for advice previous a free service. Charge to be based full recovery of Officer time	Not Applicable	Retain existing policy	
SPG	Street Naming and numbering	Charges to developers and property owners based on cost recovery	Not Applicable	Retain existing policy	
SPG	Revisit to rescore food hygiene ratings	Set fees in line with the costs incurred in providing the service. New legislation is expected but it is not clear if fees will be set nationally or locally	Not Applicable	Retain existing policy	
Resources	Credit Card Admin Fees	None	TIC operations (Discretionary)	REMOVE	
Resources	External Printing	To be charged per copy.	Not Applicable	Retain existing policy	
Resources	Administration of Parish Elections & Neighbourhood Referendums	Levy an administration charge based on recovery of Officer time	Not Applicable	Retain existing policy	

Directorate	Policy Area	Current Policy	Existing Concessions	Policy 20/21	Proposed Change to Policy for 2020 / 21
Service Delivery	Markets	As per Tendered Price and to encourage development of the market.	None	Retain existing policy	
SPG	RAMS	None	None	New Policy	To charge for mitigation to the harm caused by additional residential accommodation RAMS (Regional Avoidance & Mitigation Strategy)
SPG	S106	None	None	New Policy	To charge a monitoring fee based on individual cases and actual costs (or as close as can be reasonably calculated) to justify the fee.
Service Delivery	Hythe Quay Parking	None	None	New Policy	To introduce charges for parking on the Hythe Quay