



**REPORT of
INTERIM SECTION 151 OFFICER**

**to
COUNCIL
13 FEBRUARY 2020**

DISCRETIONARY FEES AND CHARGES 2020 / 21

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to approve the fees and charges of the Council that are included in the 2020 / 21 budget. The proposed 2020 /21 fees and charges (generating >2,000 income per year) contained in this report were considered by the Strategy and Resources Committee on 29 January 2020 and their recommendations are contained in this report for consideration and approval.
- 1.2 Fees and Charges that generate less than £2,000 are reviewed and set by the Interim Section 151 officer under delegated powers.

2. RECOMMENDATION

The detailed Fees and Charges for 2020 / 21 as set out in **APPENDIX A** be agreed.

3. SUMMARY OF KEY ISSUES

- 3.1 The proposed fees and charges for 2020 / 21 are set out in **APPENDIX A** and are based on the policy decisions updated and agreed by the Strategy and Resources Committee on 5 December 2019. The changes proposed take into account an inflation increase which aims to generate £94,000 in additional income from discretionary fees.
- 3.2 Proposals for removing the current discount for Wharfage fees at the Hythe Quay were presented to 5 December 2019 and 29 January 2020 Strategy and Resources Committee. Officers had discussed the proposals with the boat operators at Hythe Quay in the light of their concerns which in the main is the short time available to them to take the proposed increase into their pricing for their services for 2020 / 21. The Committee resolved to recommend to the Council a 10% increase on the currently 50% discounted fee of £3,250 (2019 / 20) with a full review to be undertaken in consultation with the boat operators during 2020 / 21 to determine the policy on the Hythe Quay Wharfage Fees in time for the 2021 / 22 budget cycle. The recommended fee for 2020 / 21 is £3,575 for the year and is reflected in the Schedule of Fees and Charges at **APPENDIX A**.

- 3.3 The charges for permit parking at the Hythe Quay were also discussed with Barge Operators and proposals were presented to the Strategy and Resources Committee on 29 January 2020. The Committee considered the proposal and resolved to recommend to the Council the cost of parking permits at Hythe Quay be set at £116 for 2020 / 21 and a full review be undertaken in consultation with the Hythe Quay car parking permit users in respect of the future level of parking permit fees.
- 3.4 The 2019 / 20 and 2020 / 21 budgets for income generated from these fees and charges are detailed in the following table;

Service	2019/20 Budget £'000	2019/20 Forecast £'000	2020/21 Budget £'000
Environmental Protection	7	9	7
Food Safety, and hygiene	2	3	2
Taxis and Private Hire Licensing	34	35	35
Premises Licensing	52	52	52
Animal Licensing	13	13	14
Gambling Licensing	3	3	3
Pest Control	32	32	33
Green Waste Bin Service	479	479	535
Cemeteries	135	136	138
Off Street Parking	1,084	1,082	1,236
Funfairs and Circuses	31	57	77
Parks Sports Pitches	8	6	8
River Moorings	14	14	19
River Wharfage	29	29	29
Splash Park	110	116	110
Building Control - Chargeable Services	141	141	144
Land Charges - Full Searches	122	122	124
Pre-Application Advice	44	44	44
Total	2,340	2,373	2,610

4. CONCLUSION

- 4.1 The Discretionary Fees and Charges should be updated in accordance with the agreed policies.

5. IMPACT ON CORPORATE GOALS

- 5.1 The Discretionary Fees and Charges are a vital element of the overall sources of funding to the Council to deliver its services and achieve its goals.

6. IMPLICATIONS

- (i) **Impact on Customers** – This has been considered when setting fees and charges policy.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – The actual income generated from fees and charges is subject to fluctuation due changes in demand. This risk is managed by factoring potential losses in the calculation of the minimum general fund balance used in the budget setting process.
- (iv) **Impact on resources (financial)** – Fees and charges are one of the three major sources of funding for the Council; the other two being Council Tax and retained Business Rates. The impact of the changes to fees and charges have been incorporated into the 2020 / 21 budget proposals. **The government has stated that local authorities are expected to reduce their reliance on central government funding and become more self-sufficient. Therefore, Council Tax, Retained Business Rates and income from Fees and Charges and revenue streams from the council's own assets are now the significant proportions of income for the Council compared to government grants.**
- (v) **Impact on Resources (human)** – None.
- (vi) **Impact on the Environment** – Sustainability has been considered, as far as possible when setting Fees and Charges policies.

Background Papers: None

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