



REPORT of DIRECTOR RESOURCES

**to
STRATEGY AND RESOURCES COMMITTEE
19 NOVEMBER 2019**

2021 / 22 FEES AND CHARGES POLICY

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to review the fees and charges policies that have been put forward by officers: prior to the approval of the 2021 / 22 budget and updated Medium Term Financial Strategy.
- 1.2 The detailed schedule of Fees and Charges will be reviewed based on the policy decisions and the Committee will recommend the actual 2021 / 22 fees and charges to Council during the next cycle of meetings. The 2021 / 22 income budgets will be based on the recommended policy.

2. RECOMMENDATION

That the Committee considers and reviews the suggested fees and charges policies outlined in **APPENDIX A** for 2021 / 22 and adopts a set of policies for Officers to follow.

3. SUMMARY OF KEY ISSUES

3.1 Fees and Charges

- 3.1.1 Fees and charges set by the Council are one area where the Council may have the ability to generate increased resources, however each area is subject to different constraints. In looking at these policies, the following factors need to be considered:
 - Corporate and service objectives / priorities;
 - Seeking to make services self-financing, where there is scope to do so;
 - The level of charges levied by commercial competitors and other local authorities;
 - The introduction of new charges, where appropriate;
 - Whether concessions in fees and charges for specific users of the service(s) would apply or where they already apply then should they continue to apply.

3.2 **Current Position**

3.2.1 The position with each policy is set out in **APPENDIX A** including any new or amended proposed policies, or any proposed concessions.

3.3 **Areas for consideration – proposed changes**

3.3.1 Off Street Car Parking (Maldon Town) – The current policy is to maximise income. The proposal is to continue to maximise income wherever possible but also to be mindful of supporting local businesses. This may mean making various concessions to car park users if it will give a necessary boost to town businesses via increased footfall.

3.3.2 All other policies remain unamended.

3.3.3 No new Fees and Charges policies have been added.

4. **CONCLUSION**

4.1 It is essential for the Committee to consider, review and adopt the Fees and Charges policies proposals set out in section 3.3 above, in order to allow sufficient time for this to be built into the 2021 / 22 budget setting process.

5. **IMPACT ON CORPORATE GOALS**

5.1 The Strategic and Financial Planning process contributes towards our Corporate Goal “Delivering good quality, cost effective and valuable services”.

5.2 Each of the proposals in section 3.3 above is linked to the Council’s Corporate Goals.

6. **IMPLICATIONS**

- (i) **Impact on Customers** – The fees and charges are for discretionary services and therefore impact on service users.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – The implementation of the budget setting process is designed to minimise the risk of not having a robust Medium-Term Financial Strategy.
- (iv) **Impact on resources (financial)** – Fees and Charges set by the Council are a key financial resource. The Council needs to consider additional income generation as part of the set of actions to balance its annual and future revenue budget.

- (v) **Impact on Resources (human)** – As well as financial factors, availability of staff has been considered for each of the policies in terms of implementation, monitoring and enforcement.
- (vi) **Impact on the Environment** – None.

Background Papers: None.

Enquiries to: Lance Porteous, Lead Finance Specialist.