



**REPORT of  
DIRECTOR OF RESOURCES**

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to  
**STRATEGY AND RESOURCES COMMITTEE  
10 NOVEMBER 2022**

**DISCRETIONARY FEES AND CHARGES 2023 / 24**

**1. PURPOSE OF THE REPORT**

- 1.1 The purpose of this report is to review the fees and charges set at the discretion of the Council that generate greater than £2,000.
- 1.2 Fees and Charges that generate less than £2,000 are reviewed and set by the Director of Resources under delegated powers.

**2. RECOMMENDATIONS**

To the Council:

- (i) That the detailed Fees and Charges for 2023 / 24 as set out in **APPENDIX A** be agreed,
- (ii) That the inflation rate to apply to specific Fees and Charges as set out in **APPENDIX C** be agreed.

**3. SUMMARY OF KEY ISSUES**

- 3.1 The proposed fees and charges for 2023 / 24 are set out in **APPENDIX A** and are based on the policy decisions recently updated and agreed by this Committee on 15 September 2022.
- 3.2 **APPENDIX A** is a schedule of all 2023 / 24 fees and charges compared to the current fees and charges.
- 3.3 To assist in identifying and understand the changes, a summary of these is available at **APPENDIX B**.
- 3.4 Most Fees and Charges are being proposed to increase by inflation (12.3% Retail Price Index (RPI) as at August 2022). The reason is two-fold: national inflation is currently at a historical high and income needs to keep pace with this, and also income increases are essential to assist in improving the medium-term financial position of the Council.
- 3.5 The Promenade Park Car Parking's policy is to aim for overall maximum cost recovery of the entire park. These charges are proposed to increase by inflation to match the inflation on staffing, fuel and maintenance supplies costs being incurred. However, a specific report is planned to come to the Strategy and Resources

Committee in the near future reviewing the Council's overall car parking strategy (including the town centre car parks).

- 3.6 Wharfage fees were approved for a 50% discount in February 2021. These fees were not increased in February 2022. The current policy is to phase out the discount over the next three years, including reducing it by 10% in 2023 / 24. Also, to keep up with the costs of maintaining the river and quay, inflation is being proposed to be applied.
- 3.7 The only charges recommended for an above inflation increase are the Event Land Hire Charges, and it is expected this will not be prohibitive for event management companies.
- 3.8 Environmental Protection penalties, Food Hygiene fees, Mobile Homes licences and Scrap Metal Licences are the only fees and charges not recommended for an increase. The Building Control fees are devised by the Government and will be amended when announced.

#### 4. IMPACT ON BUDGETS

- 4.1 The 2022 / 23 and 2023 / 24 budgets for income generated from these fees and charges are detailed in the following table:

Area of Income	2022 / 23 Budget £'000	2022 / 23 Forecast £'000	2022 / 23 Variance £'000	2023 / 24 Budget £'000
Environmental Protection	7	7	0	8
Food Safety and Hygiene	2	6	4	6
Taxis and Private Hire licencing	35	35	0	39
Premises Licencing	49	56	7	56
Animal Licencing	17	17	0	19
Gambling licencing	2	4	2	4
Pest Control	33	36	3	36
Green Waste Bin Service	700	700	0	700
Funfairs and Circuses	81	73	-8	81
River Moorings	19	15	-4	19
River Wharfage	16	16	0	22
Land Charges	124	105	-19	124
Street Naming and Numbering	16	16	0	18
Pre-Application Advice	44	71	27	71
Building Control	199	180	-19	199
Cemeteries	112	139	27	139
Prom/Town Centre Car Parks	1,284	1,342	58	1,442
Parks sports pitches	8	8	0	9
	<b>2,748</b>	<b>2,826</b>	<b>78</b>	<b>2,992</b>

- 4.2 The table shows the over-achievement of income from fees and charges i.e. expected to be above budget by £78k in 2022 / 23. (Income was down £146k in 2021 / 22.) This is due in the main by Maldon Promenade Parking volumes increasing during the Covid 19 pandemic and continuing since.

## 5. CONCLUSION

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

## 6. IMPACT ON STRATEGIC THEMES

- 6.1 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.
- 6.2 The fees and charges are linked to the to all three Strategic Themes – Place, Community and Prosperity.

## 7. 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 to 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 are being incorporated into the 2023 / 24 budget proposals.
- (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.
- (vii) **Impact on Strengthening Communities** – None.

### Background Papers:

2023 / 24 Fees and Charges Policies Report to the Strategy and Resources Committee, 15 September 2022.

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