

# AGENDA ITEM 12

## POLICY, FINANCE AND ADMINISTRATION COMMITTEE

29 SEPTEMBER 2010

### REPORT OF HEAD OF FINANCIAL SERVICES

#### REVIEW OF CHARGES 2011/12

##### 1.0 PURPOSE OF REPORT

- 1.1 To provide information on the various fees and charges that are made by this Committee.
- 1.2 To recommend changes to these charges to operate from 1 April 2011 with the exception of Local Land Charges for which the present fee(s) will be reviewed later in the year to ensure that costs cover budgeted expenditure in accordance with statutory guidelines.

##### 2.0 RECOMMENDATION

- 2.1 **That the Committee determines the level of charges for 2011/12 for each of the services set out in the attached table at Appendix A.**

##### 3.0 KEY ISSUES

- 3.1 The proposed charges for services within this Committee's control for the financial year 2011/12 are set out in the attached table at Appendix A. The table also summarises the financial objective of the charging policy, the existing charges, the current level of any subsidy and the reason for the recommended charge.
- 3.2 Charges are being recommended in line with the Council's charging policy as approved by Policy, Finance and Administration Committee last year. The fees in respect of Land Charges are to be reviewed later in the year when sufficient data will have been collected to support the various charges to be made. These are itemised within Appendix B to this report for information only.
- 3.3 As part of the review process Managers are asked to complete a "review of charges 2011/12" form for each distinct charging area. The aim of this process is to gather background information to the charges being reviewed. A set of completed forms are available for further information.

##### 4.0 POLICY & CORPORATE IMPLICATIONS

- 4.1 There are no further policy and corporate implications arising from this report.

##### 5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

- 5.1 All financial and resource implications have been addressed within paragraph 3. Once approved, these charges will be built into the 2011/12 revenue budget process.
- 5.2 Some services include chargeable and non-chargeable elements. In line with the charging policy the best estimate of under/over recovery of costs is included in Appendix A. Members may wish to review whether it is appropriate for those services receiving a subsidy to continue to do so.

## 6.0 **LEGAL IMPLICATIONS/POWERS**

6.1 Local Authorities have certain limited freedoms to charge for discretionary services under the Local Government Act 2003. Where appropriate any other relevant legislation is noted within the Appendix A to this report.

## 7.0 **COMMUNITY SAFETY**

7.1 There are no direct links to community safety arising from this report.

## 8.0 **EQUALITIES**

8.1 An equalities impact assessment has been completed for the charging policy previously agreed by Policy, Finance and Administration Committee.

## 9.0 **RISKS**

9.1 A possible risk to the Council is that budgeted revenue income may not be achieved if services are not taken up due to any charges increase. Income budgets are regularly monitored and where a downturn in demand is identified appropriate action is taken.

## 10.0 **CLIMATE CHANGE**

10.1 There are no climate change issues directly arising from this report.

## 11.0 **CONSULTATION**

11.1 Budget Holders carried out the review with the assistance of the Service Accountant as required with reference to current budget monitoring protocols. Where appropriate budget holders have also considered the charging policies of our neighbouring authorities and those within our audit group.

## 12.0 **WARDS AFFECTED**

12.1 All wards are affected.

---

Contact Officer: Robert Child  
Date: 18 August 2010  
Appendices: Appendix A – Review of Charges  
Appendix B – Items Subject to Further Consultation  
Background Papers: Review of Fees/Charges Forms for all Service Areas/Charging Policy  
Reference: X/Committees/PFA/2010-11/290910/DG - Review of Charges 2011/12