



## **RECORD OF DELEGATED DECISION**

This form is used to record **all** officer decisions which are not included in the Forward Plan. The constitution details who can take delegated decisions.

<b>1. Name &amp; Title of Officer:</b>	<b>Pranali Parikh Director for Growth &amp; Regeneration</b>
<b>2. Title / Subject Matter:</b>	<b>Increase of Fees and Charges 2022/23</b>
<b>3. Decision Reference No.</b>	<b>CEX187</b>
<b>4. Type of Decision:</b>	<b>Public</b>
<b>5. Decision Taken:</b> Authority to approve the fees and charges including any increases as outlined in the attached Schedule 1 – Allotments Authority to approve the fees and charges including any increases as outlined in the attached Schedule 2 – Children Centres Authority to approve the fees and charges including any increases as outlined in the attached Schedule 3 – Car Park and Bus Stations. Authority to approve the fees and charges including any increases as outlined in the attached Schedule 4 – Open Spaces. Authority to approve the fees and charges including any increases as outlined in the attached Schedule 5 – Parkside. Authority to approve the fees and charges including any increases as outlined in the attached Schedule 6 – Phoenix House. Authority to approve the fees and charges including any increases as outlined in the attached Schedule 7 – Public Conveniences.	
<b>6. Reasons for Decision:</b> Fees and Charges are reviewed on an annual basis to ensure that they reflect inflation and the cost of the service is accurately reflected.	

**7. Authority / Legal Power:**

It is an executive function to determine fees and charges. Portfolio Holders and Officers can take key decisions excluding functions reserved to the Leader. Implementation of Fees and Charges are not reserved matters.

In addition, the Officer Scheme of Delegation (Chapter 2, Part 4 of the MBC Constitution) provides that Chief Officers have delegated authority to increase fees and charges in line with the Financial Procedure Rules in relation to the functions within their area of service responsibility.

**8. Background Papers attached?**

None

**9. Alternative options available / rejected:**

Not to approve new Fees and Charges or increase Fees and Charges- This is not recommended as it would not present best value for the Council and the fees would not reflect cost recovery.

**10. Implications:**

<b>Legal</b>	<p>It is an executive function to determine fees and charges. Portfolio Holders and Officers can take key decisions excluding functions reserved to the Leader. Implementation of Fees and Charges are not reserved matters.</p> <p>In addition, the Officer Scheme of Delegation (Chapter 2, Part 4 of the MBC Constitution) provides that Chief Officers have delegated authority to increase fees and charges in line with the Financial Procedure Rules in relation to the functions within their area of service responsibility.</p>
<b>Finance</b>	Proposed amendments to Fees and Charges have been undertaken in consultation with Finance.
<b>HR</b>	None

**11. Signature of Decision Maker:**

**Pranali Parikh**  
**Director for Growth and Regeneration**

<b>12. Consultation with:</b>	<b>Cllr Rob Bindloss Portfolio Holder for Growth and Prosperity</b>
<b>13. Date:</b>	<b>3 February 2022</b>

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