



## **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 – Cemetery Authority to approve the fees and charges including any increases as outlined in the attached Schedule 2 – Land Charges Authority to approve the fees and charges including any increases as outlined in the attached Schedule 3 – Regulatory Services. Authority to approve the fees and charges including any increases as outlined in the attached Schedule 4 – Waste and Environmental Services.	
<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.	
<b>7. Authority / Legal Power:</b> 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.	

<b>8. Background Papers attached?</b>	None						
<b>9. Alternative options available / rejected:</b>  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.							
<b>10. Implications:</b> <table border="1" data-bbox="245 645 1385 1464"> <tr> <td data-bbox="245 645 644 1160"><b>Legal</b></td> <td data-bbox="644 645 1385 1160">           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.         </td> </tr> <tr> <td data-bbox="245 1160 644 1312"><b>Finance</b></td> <td data-bbox="644 1160 1385 1312">Proposed amendments to Fees and Charges have been undertaken in consultation with Finance.</td> </tr> <tr> <td data-bbox="245 1312 644 1464"><b>HR</b></td> <td data-bbox="644 1312 1385 1464">None</td> </tr> </table>		<b>Legal</b>	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.	<b>Finance</b>	Proposed amendments to Fees and Charges have been undertaken in consultation with Finance.	<b>HR</b>	None
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<b>Finance</b>	Proposed amendments to Fees and Charges have been undertaken in consultation with Finance.						
<b>HR</b>	None						
<b>11. Signature of Decision Maker:</b>	<b>Pranali Parikh Director for Growth and Regeneration</b>						
<b>12. Consultation with:</b>	<b>Cllr Alison Freer-Jones Portfolio Holder for Climate, Access and Engagement</b>						
<b>13. Date:</b>	<b>4 March 2022</b>						

Please send all decisions for publication to: Democratic Services at [democracy@melton.gov.uk](mailto:democracy@melton.gov.uk). All decisions with exempt information should be sent to Natasha Taylor, Democratic Services Manager at [ntaylor@melton.gov.uk](mailto:ntaylor@melton.gov.uk)

For further support or guidance please contact Natasha Taylor (Democratic Services Manager) or Kieran Stockley (Assistant Director for Governance & Democracy) on [kstockley@melton.gov.uk](mailto:kstockley@melton.gov.uk) .