

# EXECUTIVE DECISION

made by a Cabinet Member



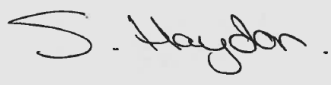
## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – CFCS06 20/21

Decision	
1	<b>Title of decision:</b> Increase in Fees and Charges – Public Protection Service
2	<b>Decision maker (Cabinet member name and portfolio title):</b> Councillor Sally Haydon, Cabinet Member for Customer Focus and Community Safety
3	<b>Report author and contact details:</b> Rachael Hind, Service Manager, Licensing ( <a href="mailto:Rachael.hind@plymouth.gov.uk">Rachael.hind@plymouth.gov.uk</a> Tel: 308794)
4	<b>Decision to be taken:</b> That the Cabinet Member for Customer Focus and Community Focus: <ol style="list-style-type: none"> <li>Approves an increase to discretionary fees and charges by 1.8% (CPI) from 1 April 2021 in line with the Council's agreed policy for all services.</li> <li>Agrees to retain fees for certain services at the current level, where full cost recovery is in place.</li> </ol>
5	<b>Reasons for decision:</b> Plymouth City Council's Corporate Charging Policy (of November 2016) sets out a number of agreed principles for discretionary fees and charges.  A key principle is that "Each financial year charges will generally be increased by the Consumer Price Index (CPI). This will ensure charges keep pace with the cost of providing services. Increases will be implemented in practical monetary values that make sense to customers. The CPI increase may be applied differently across a group of similar services in order to achieve this."  This decision is required to set out the new fees and charges for discretionary services from 1 April 2021.
6	<b>Alternative options considered and rejected:</b> The alternative option is to not bring fees and charges in line with rising costs. This has been rejected as failure to implement full cost recovery increases in discretionary fees and charges and will require alternative savings to be developed
7	<b>Financial implications:</b> By making this decision, where possible fees and charges will increase to reflect CPI and also ensure full cost recovery.

8	Is the decision a Key Decision? (please contact <a href="#">Democratic Support</a> for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			X	in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total
			X	in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1million</b>
		X	is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.	
	If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a>			
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	This decision is an enactment of Plymouth City Council's Corporate Charging Policy (of November 2016). The expectation that this decision is taken (to increase discretionary fees and charges by the Consumer Price Index of 1.8%) is factored in to revenue budget planning considerations.		
10	Please specify any direct environmental implications of the decision (carbon impact)	None		
<b>Urgent decisions</b>				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		No	X	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
<b>Consultation</b>				

13a	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	<b>Yes</b>		
		<b>No</b>	X	<b>(If no go to section 14)</b>
13b	<b>Which other Cabinet member's portfolio is affected by the decision?</b>			
13c	<b>Date Cabinet member consulted</b>			
14	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer
		<b>No</b>	X	
15	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Ruth Harrell	
		<b>Job title</b>	Director of Public Health	
		<b>Date consulted</b>	16.03.21	
<b>Sign-off</b>				
16	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS120 20/21	
		<b>Finance (mandatory)</b>	pl.20.21.281.	
		<b>Legal (mandatory)</b>	36355/ag/16.03.21	
		<b>Human Resources (if applicable)</b>		
		<b>Corporate property (if applicable)</b>		
		<b>Procurement (if applicable)</b>		
<b>Appendices</b>				
17	<b>Ref.</b>	<b>Title of appendix</b>		
	A	Public Protection Service Fees 2021/22		
	B	Equalities Impact Assessment <i>(where required)</i>		
<b>Confidential/exempt information</b>				
18a	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)
		<b>No</b>	X	
		<b>Exemption Paragraph Number</b>		

		1	2	3	4	5	6	7
<b>18b</b>	<b>Confidential/exempt briefing report title:</b>							
<b>Background Papers</b>								
<b>19</b>	<p>Please list all unpublished, background papers relevant to the decision in the table below.</p> <p>Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</p>							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
<b>Cabinet Member Signature</b>								
<b>20</b>	<p>I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.</p>							
<b>Signature</b>			<b>Date of decision</b>			17 March 2021		
<b>Print Name</b>	Councillor Sally Haydon							