

PLYMOUTH CITY COUNCIL

Subject: Corporate Fees and Charges Policy
Committee: Cabinet
Date: 8 November 2016
Cabinet Member: Councillor Darcy
CMT Member: Lesa Annear (Strategic Director for Transformation and Change)
Author: Caroline Cozens (Strategic Commercial Manager)
Contact details: Tel 01752 305628
caroline.cozens@plymouth.gov.uk

Ref:

Key Decision: Yes
Part: I

Purpose of the report:

To revise the Corporate Fees, Charges, and Concessions Policy.

To set out the potential of increased income following the application of the new Policy.

The Council Corporate Plan 2016/19

Appropriate fees and charges or concessions are intrinsic to delivering the Corporate Plan.

**Implications for Medium Term Financial Plan and Resource Implications:
Including finance, human, IT and land:**

The resource implications are set out in the body of the report.

**Other Implications: e.g. Child Poverty, Community Safety, Health and Safety and Risk
Management:**

Appropriate concessions will avoid an adverse impact on Child Poverty.

Equality and Diversity:

Has an Equality Impact Assessment been undertaken? Yes. The equalities impact of specific charging proposals will be evaluated item by item.

Recommendations and Reasons for recommended action:

That Cabinet approves the revised Fees, Charges and Concessions Policy.

Alternative options considered and rejected:

Not to revise the Policy. The Council would not be able effectively to implement appropriate fees and charges and apply relevant discounts

Published work / information:**Background papers:**

Title	Part I	Part II	Exemption Paragraph Number						
			1	2	3	4	5	6	7
Equality Impact Assessment	x								

Sign off:

Fin	pc1617.38	Leg	DVS 26726	Mon Off		HR		Assets		IT		Strat Proc	
Originating SMT Member Lesa Annear (Strategic Director for Transformation and Change)													
Has the Cabinet Member(s) agreed the content of the report? Yes													

1.0 Introduction

1.1 The proposed corporate fees and charges policy is attached.

1.2 The main provisions of the Policy are:

- Cabinet sets and approves the Corporate Charging Policy
- Each main service area should have its own charging policy
- Charges rising generally by CPI, expressed as a sensible and logical set of individual charges
- Reduced bureaucracy in setting fees and charges
- Clear provisions on concessions.
- Clear provisions on discretionary charging under Local Government Act 2003.
- A section on commercial activities.
- Sets out the hierarchy of decision making
 - Cabinet approval (>£500k a year generated in a service area)
 - Portfolio Holder approval (other changes)
- The ability to charge non-residents differentially
- The use of intelligence from local authorities and other providers when setting charges

1.3 It is expected that the new policy will ensure a fairer system of charging. It is expected that an additional £500k of income to be generated in each of 2017/18; 2018/19 and 2019/20. Where it is Council policy to recover the full cost of a service this will be applied to ensure a fair approach across users of different services. The application of a clear concessions policy will protect service users where appropriate.

1.4 It is expected the £500k can be achieved because:

- Many individual charges have not been increased since 2015/16 or earlier.
- Discretionary charges excluding parking charges were budgeted at £7.4m in 2016/17. Many discretionary charges do not correspond to the full cost of the service. Based on individual reviews, there is considerable potential to correct the charges in accordance with service objectives.
- The average of September 2016 independent forecasts for 2017 CPI published by HM Treasury of 2.5% showing the need to increase charges to keep pace with inflation.

1.5 Individual charging decisions for 2017-18 will come back to Portfolio Holders or Cabinet where appropriate under the new Fees, Charges and Concessions Policy.