

## Agenda Item

**REPORT OF** Section 151 Officer

**To:** Community and Resources Committee

**Subject:** Miscellaneous Fees & Charges

**Date:** 24th January 2022

**Reference:**

**Confidential or Exempt Information - Not for Publication by virtue of Paragraph of Part 1 and Paragraph of Part 2 of Schedule 12A of the Local Government Act 1972.**

### **PURPOSE OF REPORT:**

To review the level of miscellaneous fees and charges.

## **1. INTRODUCTION**

Fees and charges contribute towards the cost of providing services. The Medium Term Financial Strategy (MTFS) assumes that charges will rise across income budgets where appropriate. The amount of income raised will affect the level of expenditure savings required to deliver a balanced budget. Managers have reviewed the current charges and suggested charges from 1 April 2022.

## **2. REPORT**

This Council receives circa £6.4m per annum from fees and charges for services (note 3 of Financial Statements). The income received from Fees & Charges reduces the cost of services to be met from council tax.

The level of fee set should be based on criteria such as;

- Inflation
- To recover costs
- To influence behaviour
- The ability to pay
- What the market will bear
- Whether or not to compete with the private sector

Fees may be set and or, based on more than one criterion.

Some fees are not subject to approval, as they prescribed by statute (e.g. Planning Applications), but others can be set at the discretion of the Council (e.g. Beach Huts).

Some discretionary charges can only represent a reclamation of costs (e.g. Street Naming and Numbering), or the service as a whole cannot be making a profit (e.g. Land Charges), additionally some licensing charges are discretionary up to a statutory maximum.

Included within the appendix are the discretionary fee's which are subject to approval for 2022/23. The full summarised Fees and Charges, including statutory charges and those subject to separate approval arrangements are available at [www.torridge.gov.uk/article/20057/Fees-Charges](http://www.torridge.gov.uk/article/20057/Fees-Charges)

A summary of significant changes are below



The majority of fee increases proposed are as a result of inflationary pressures, with CPI at 4.2% and RPI at 6% in October 21 compared to 0.7% and 1.3% respectively at the same period last year

#### Land Licenses

In 21/22 Electricity and water costs for event was £8 fixed fee per day. Going forwards a variable fee depending on actual usage would be a more equitable approach, as large events, e.g. the circus, can use a significant amount, whereas smaller events may use little or none.

Beach Huts have increased in accordance with tenants lease arrangements.

#### Environmental Health & Public Protection

Primary Authority Partnership - Currently being supported by BEIS in developing the PA programme which will involve creating a policy and fee structure – the template provided for the latter is more extensive that we've used previously. This will be returned to Committee for approval when ready.

Park Homes: Fit & Proper Person Test.

New requirement brought in by The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020. Policy approved by C&R on 06/12/21

#### Northam Burrows

There is now a function room available for hire at the Burrows Centre. Charges have been set through researching similar facilities

#### Mooring Charges

The fee structure has been simplified and revised for inflation & costs

#### Housing

HMO License variation fees have been removed due to Residential Properties Tribunal (RPT) decision in Crompton v Oxford City Council

Notices – the fee structure has been reviewed due to continuing analysis of officer time.

#### Waste Management Services

Composting bins are no longer sold by TDC



### **3. IMPLICATIONS**

#### Legal Implications

Some fees are set by statute or have limitations on how they can be determined and this has been reflected in the proposed fees and charges.

#### Financial Implications

The additional income raised from any increase in fees and charges counts towards the savings required to balance the 2022/23 budget.

#### Human Resources Implications

There are no specific human resources implications.

#### Sustainability/Biodiversity Implications

There are no specific sustainability/biodiversity implications.

#### Equality/Diversity

Some fees and charges have concessionary rates. The committee should consider the impact that the charges may have.

#### Risk Management

In proposing fees and charges regard has been had to the impact of the fee level.

#### Compliance with Policies and Strategies

Fees and charges are set within current policies.

#### Data Protection (GDPR) Implications

There are no GDPR implications regarding the publication of the Fee's and Charges. The relevant providers will be responsible for ensuring that supplies of goods and services are made in compliance with GDPR.

#### Ward Member and Leader Member Views

Date of Consultation – 11/01/2022

Councillor Hodson –

The annual setting of fees and charges is a key component of the Councils budget setting process. Care is taken to ensure charges are only increased in line with either statutory control and/or with regard to the criteria listed in Section 2. I am happy that where changes have taken place they appear fair and justified and I support this report.

### **4. CONCLUSIONS**

The MTFs assumes that there will be an increase in income from fees and charges. Managers have considered the impact on their services in proposing fees and charges for the next financial year.



## 5. RECOMMENDATION

That the committee consider and agree charges for services to be effective from 1 April 2022.

### SUPPORTING INFORMATION

Consultations:	Date of Consultation – 05/01/2022 Officers Consulted: - Chief Executive Section 151 Officer Senior Solicitor Senior and Operational Managers for the relevant service
Contact Officer:	Gwydion Batten – Accountancy Assistant
Background Papers:	Fees and charges information held in the Accountancy Section at Riverbank House.

