

Committee(s): Community Environment and Enforcement Committee	Date: 19 December 2022
Subject: Fees and Charges	Wards Affected: All
Report of:	Public
Report Author/s: Name: Phoebe Barnes, Deputy Section 151 Officer Telephone: 01277 312500 E-mail: phoebe.barnes@brentwood.gov.uk	For Decision

Summary

Fees and charges made by the Council for various services are reviewed on an annual basis by the relevant Committees relating to the services provided. Recommended amendments to the fees and charges are incorporated into the budget setting process to take effect from the following financial year.

Recommendation(s)

Members are asked to:

R1. Agree to the proposed charges for 2023/24 as attached in Appendix A-D subject to the annual budget setting process.

Main Report

Introduction and Background

1. The Council's has several fees and charges relating to the services it provides. As part of the budget setting process, these charges are reviewed on an annual basis. Whilst some of the fees and charges are statutory, and therefore determined through legislation. The Council must also review its charges for discretionary services to ensure that they reflect the current costs of service provision.
2. The individual charges that are being proposed are set out in Appendix A-D of this report.

Issue, Options and Analysis of Options

3. The proposed fees are based on a calculation of the costs involved in administering the various areas of work, apart from where there is a statutory charge or where the fees are set by the Government.

4. The Council, where possible, will adopt a full cost recovery of fees and charges.
5. It is proposed that all current non statutory fees and charges are increased by inflation, which is approximately 10.1%. This is to reflect increase in costs to maintain the services. However, managers can amend their fees and charges above or below this recommended percentage increase as long as the change can be justified within the supporting covering sheet to the appendix.
6. Within each appendix a covering sheet explains the following:
 - a) Objectives and rationale behind the fees and charges
 - b) The proposed change in fee
 - c) Justification for this revision
 - d) Any benchmarking undertaken to aid in informing the level of charge
 - e) Whether any consultation needs to be considered
 - f) Expected income from the proposed fees and charges.
7. The fees and charges with proposed changes are:

Community Events

- All charges have remained the same apart from the increased charge for wristbands for the Family Fun Days from £4-£5.

Open Spaces

- Charges have been increased by 8.3% and rounded to the nearest whole number.

Cemeteries

- Charges have been increased by 8.3% and rounded to the nearest whole number.

Golf Course

- Charges have been increased by 8.3% and rounded to the nearest whole number.

Waste Management (non-commercial)

- Charges have been increased by 9.6% and rounded to the nearest whole number.

Waste Management (commercial)

- The exempt appendix details a baseline for charging, however as other commercial operators supply the same service in the Borough, the Council will enter into negotiations with customers who wish to enter into a trade waste collection contract to ensure the Council is competing with other commercial providers.
- Baseline charges have increased based on the increase in disposal and operating costs.
- All charges will be rounded to the nearest pound or fifty pence for the lower charges.

Food & Health Safety

- Food Hygiene Rating has increased by 1.9% and other charges

Street Renaming

- Charging for the Street Naming and Numbering services may be applied under Section 93 of the Local Government Act 2003. These charges should not exceed the cost of providing the service.
- Charges have been increased by 10.1% and rounded to the nearest whole number.

8. Proposed changes identified are explained within each covering sheet appendix.

Reasons for Recommendation

9. Officers review fees and charges annually and this will be used to inform the 2023/24 budget setting process.

Consultation

10. None

References to Corporate Plan

11. To ensure the provision of efficient and effective services of our residents and businesses.

Implications

Financial Implications

Financial Implications: Tim Willis, Interim Director of Resources

Tel/Email: 01277 312500 / tim.willis@brentwood.rochfordgov.uk

12. Financial implications are set out within the report and appendices.

Legal Implications

Andrew Hunkin, Interim Director of People and Governance

Tel & Email: 01277 312500/andrew.hunkin@brentwood.gov.uk

13. The Council is able under the relevant legislation to recover costs for services it provides. The Council can charge for discretionary services under the Local Government Act 2003 section 93 and the Localism Act 2011 general power of competence and is able to review the fees and charges in line with these provisions.

Economic Implications

Name/Title: Phil Drane, Director of Place

Tel/Email: 01277 312500/phil.drane@brentwood.gov.uk

14. It is important that the Council review fees and charges as part of the budget setting process, which identifies how corporate priorities will be delivered, including growing our economy.

Background Papers

None

Appendices to this report

- Appendix A: Proposed fees and charges – Community Events
- Appendix B: Proposed fees and charges – Open Spaces
- Appendix C: Proposed fees and charges – Cemeteries
- Appendix D: Proposed fees and charges – Golf Course
- Appendix E: Proposed fees and charges – Waste management Non-commercial
- Appendix F: Proposed fees and charges – Waste Management commercial (EXEMPT)
- Appendix G: Proposed fees and charges – Food & Health Safety
- Appendix H: Proposed fees and charges – Street naming & numbering