

Report To: Cabinet

Date of Meeting: 26th September 2017

Lead Member / Officer: Julian Thompson-Hill

Report Author: Richard Weigh, Head of Finance

Title: **Corporate Policy: Income, Fees & Charging**

1. What is the report about?

1.1 A policy that sets out the council's approach to income generation and charging for services.

2. What is the reason for making this report?

2.1 The council's approach to raising income should be considered alongside strategic principles and in conjunction with its priorities and key strategies, such as the Medium Term Financial Plan.

3. What are the Recommendations?

3.1 That Cabinet approve the attached document 'Corporate Policy: Income Fees & Charges' (Appendix 1).

4. Report details

4.1 The council budgets annually to raise approximately £48m in various fees and charges (excluding council Tax, business rates and council housing rents). Whilst the procedures and responsibilities for the management of income are clearly laid out in Financial Regulations and are considered as part of the budget process annually, it may be helpful to set out a more corporate position, with strategic principles included, to strengthen the council's approach.

4.2 Appendix 1 (attached) sets out this proposed policy.

5. How does the decision contribute to the Corporate Priorities?

5.1 A corporate policy on income generation will help inform future decisions affecting corporate priorities. The policy will also help inform Medium Term Financial Plan assumptions.

6. What will it cost and how will it affect other services?

6.1 There are no direct cost implications associated with the approval of the Policy.

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7. What are the main conclusions of the Well-being Impact Assessment? The completed Well-being Impact Assessment report can be downloaded from the [website](#) and should be attached as an appendix to the report

7.1 This report considers the overarching policy. Individual charging decisions will have to properly consider the wellbeing implications. Section 12 of the Income, Fees & Charging policy states: “Heads of Service will need to ensure that a Wellbeing Impact Assessment has been completed when changes to charging policies or the introduction of new policies are being considered”.

8. What consultations have been carried out with Scrutiny and others?

8.1 The Policy was considered by SLT on 7th September 2017. A copy of the Policy has been shared with the Wales Audit Office.

9. Chief Finance Officer Statement

9.1 A corporate policy setting the principles to be followed with respect to income generation will strengthen the council’s approach and be beneficial to budget planning.

10. What risks are there and is there anything we can do to reduce them?

10.1 Without an overall policy direction, decisions over fees and charges may be inconsistent with the council’s priorities and budget planning processes.

11. Powers to make the Decision

A range of powers are applicable, including:

Local Government Act 2000 (S.93).

Local Government Act 2003

Local Authorities (Goods & Services) Act 1970

Local authorities are required under Section 151 of the Local Government Act 1972 to make arrangements for the proper administration of their financial affairs