

---

**Meeting:** Corporate Resources Overview and Scrutiny Committee  
**Date:** 29 July 2014  
**Subject:** Fees and Charges Task Force  
**Report of:** Cllr Maurice Jones, Executive Member for Corporate Resources  
**Summary:** The report informs the Committee of the recommendations of the Fees and Charges Task Force, relating to the refresh of the Fees and Charges Policy and the process for Members of this Committee and all Overview and Scrutiny Committees to consider the proposed Fees and Charges for the Council.

---

**Contact Officer:** Paula Everitt, Scrutiny Policy Adviser  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

## **CORPORATE IMPLICATIONS**

### **Council Priorities:**

1. Sound financial management contributes to the Council's Value for Money and enables the Council to successfully deliver its priorities. The recommendations will contribute indirectly to all 5 Council priorities.

### **Financial:**

2. The financial implications will be determined by any changes to the Policy.

### **Legal:**

3. Not applicable.

### **Risk Management:**

4. Not applicable.

### **Staffing (including Trades Unions):**

5. Not Applicable.

### **Equalities/Human Rights:**

6. This is covered within the Policy.

### **Public Health**

7. None arising from this report.

### **Community Safety:**

8. Not Applicable

**Sustainability:**

9. Not Applicable.

**Procurement:**

10. Not applicable

**RECOMMENDATION(S):**

**The Committee is asked to:-**

1. **Recommend to Executive that the amended Fees and Charges Policy be approved.**
2. **Support the approach for Scrutiny of the Council's Fees and Charges (para 15).**

**Background.**

11. At a previous meeting the Corporate Resources Overview and Scrutiny Committee (CR OSC) discussed a draft of the Fees and Charges Policy. The Corporate Resources OSC agreed to establish a Task Force to review the Policy and consider when implementation of a revised Fees and Charges schedule could commence.
12. At their meeting on 04 July 2014, the Task Force scrutinised the Policy to ensure all aspects were applicable and any duplication was removed. The Task Force recommended several changes and agreed that the following additions be made to the Policy:-
  - This Policy covers Fees & Charges that are made available to the public. It excludes inter Council Service Level Agreements which will be separately costed taking account of the nature of the services provided and will be subject to governance processes agreed between the authorities. Reference to armed forces residents be included in those members of the community that are considered for concessions.
  - Reference to other policies and strategies be updated.
13. Traditionally charges to schools have followed a separate route for approval. Some services continue to be supplied to several academies, and for this reason, Members requested that school charges be included in the list of fees and charges and that a copy of the school charges booklet would be circulated for information.

**Scrutiny Process**

14. Prices of services are reviewed annually through Scrutiny of the MTFP, before their recommendation to Executive and Council. Previously this process had been completed in February each year but has been accelerated to November Council for 2014/15.

15. In order to meet this tight deadline, the Chairmen from each Overview and Scrutiny Committee will be asked to support a review of the fees and charges in one OSC meeting so as to minimise duplication.

### **Conclusion and Next Steps**

16. The Committee are requested to support the amended fees and charges policy and the approach outline for consideration of the schedule of fees and changes by Corporate Services OSC.

### **Appendices:**

Appendix A – Amended Fees and Charges Policy

**Background papers and their location:** report to Corporate Resources OSC on 08 April 2014

<http://www.centralbedfordshire.gov.uk/modgov/ieListDocuments.aspx?CId=779&MId=4443&Ver=4>