

# Appendix A – Fees & Charges Changes

## 1. Background and process

- 1.1 In line with the agreed West Suffolk Council Fees and Charges Policy, the following principles are applied when reviewing fees and charges:
  - When the law allows.
  - When charging is in line with the council's strategic framework and Medium Term Financial Strategy
  - For discretionary services (in line with the principle of 'user pays')
  - For services provided through a Service Level Agreement
  - When the receipt from charging outweighs the cost of administration
  - Fees and charges will not be applied where their use would have significant negative consequences in terms of the Council's duty to promote equality of opportunity and protect groups who share a protected characteristic.
  
- 1.2 The principles governing what level the Fees & Charges should be considered at, are set out in the agreed Policy and the review as part of the 2022 to 2023 budget process looked to ensure:
  - Ensure consistency of approach alongside the new Policy specifically against the principles such as cost recovery/user pay/behaving more commercially
  - Capture all proposed price changes within one review
  - Provide appropriate visibility for those pricing decisions that are likely to have significant public interest (including those over 5% annual increase - in line with Constitution
  
- 1.3 As part of the process of arriving at the budget and medium term income forecasts each of the individual fees and charges were reviewed with each service manager.

## **2 Changes in Fees & Charges for 2022 to 2023**

- 2.1 The table in Attachment A(i) lays out the individual Fees & Charges that are changing with the 12 months of the annual budget for 2022 to 2023. They are split between the price increase of more than 5% and those that are less than 5% but still of public interest.

## **3 Fees & Charges – Out of Scope**

- 3.1 There are a number of Fees & Charges which are out of scope of this Appendix due to:
- Being part of a specific review.
  - Charges set on a longer review time-table.
  - Being statutorily set and therefore out of the control of West Suffolk Council
  - Are event specific and therefore not standard.
  - Commercial sensitivity.
- 3.2 These areas that are not included within the table at 3.1 are:
- Car Parking Charges – recently been reviewed.
  - Trade Waste – Not published due to commercial sensitivity.
  - Scrap Metal Licences – On 3 Year set pricing with one year remaining.
  - A number of discretionary licensing fees which will be reviewed in due course
  - Apex Tickets – Event specific pricing.
  - Fees & Charges that are not in the control (statutory) of West Suffolk i.e.
    - o Planning Fees
    - o Gambling Licences
    - o Environmental Licences
    - o Premises Licences
    - o Hazardous Waste Collection
    - o Rental costs which are not included as part of Fees & Charges.