

## **APPENDIX 1**

### **FEES AND CHARGES REPORT**

#### **CENTRAL & DEMOCRATIC SERVICES**

##### **1. Service description**

The Central & Democratic service has a number of Fees and Charges namely:

- Statutory Charges – Public Path Orders i.e. diversion orders; Access to records under the Data Protection Act; Inspection of background papers to committee reports. These fees are set by Government within a range and are reviewed annually. At this time there are no planned increases.
- Non-Statutory Charges – Annual subscription for agenda, reports and minutes; Photocopying. Fees for these services can be set locally by WLDC.

For 2018/19 there are no plans to increase the fees, there is little or no use of the fees aforementioned.

##### **2. Prior years analysis, current financial year projections**

This service is considered low volume/low income. Therefore, no analysis has been ascertained for.

##### **3. Pricing**

The Statutory fees are set by Government, there has been indication that these fees will be amended. If the rates are changed we will amend accordingly.

The service has proposed no increase across all non-statutory fees and charges within the service area. There will be no material impact on income, we are not anticipating seeing any material volumes within this area.

##### **4. Understanding Customers and Markets**

The limited use of the service makes it difficult to assess the customers, this is a very low volume service.

##### **5. Proposed Charges**

The service is proposing no increases in non-statutory fees and charges. Statutory fees are set by government. We are not anticipating any changes to, if they are amended we update of fees and charges accordingly.

##### **6. Recommendation**

Members are requested to recommend to Council the charges for 2018/19 as illustrated below.

**Policy and Resources Committee**
**Central & Democratic Services**

2017/18	Proposed Increase		2018/19	VAT Amount	2018/19 Charge Inc. VAT	VAT Rate
£	% Type	or £	£	£	£	

**Statutory Charges**

Public Path Orders, i.e. Diversion Orders	Minimum charge	£525.31			£525.31	£0.00	£525.31	OS
	Maximum charge	£1,574.91			£1,574.91	£0.00	£1,574.91	OS
Plus actual advertisement costs								
Access to records under the Data Protection Act		£11.26			£11.26	£0.00	£11.26	OS
Inspection of background papers to committee reports		£6.14			£6.14	£0.00	£6.14	OS

**Non - Statutory Charges**

Annual subscription for agenda, reports and minutes.	Planning Services	£206.70			£206.70	£41.34	£248.04	S
	Other committees	£62.76			£62.76	£12.55	£75.32	S
Photocopying (where no other charge applies)	Per side of A4(colour)	£0.17			£0.17	£0.03	£0.20	S
	Per side of A4(black/white)	£0.17			£0.17	£0.03	£0.20	S