

<i>Title of the policy, project, service, function or strategy:</i>		Fees and Charges Policy
<i>Service Area:</i>	Finance	
<i>Section:</i>	Finance	
<i>Lead Officer:</i>	Theresa Channell	
<i>Date of assessment:</i>	11/23	
<i>Is the policy, project, service, function or strategy:</i>		
<i>Existing</i>	<input type="checkbox"/>	
<i>Changed</i>	<input checked="" type="checkbox"/>	
<i>New / Proposed</i>	<input type="checkbox"/>	

Section 1 – Clear aims and objectives

1. What is the aim of the policy, project, service, function or strategy?
<p>To establish a revised policy for fees and charges and the proposes fees and charges for 2024/25, which have been developed in alignment with the Council’s overall budget strategy and thematic interventions. The policy will enable a consistent approach to all of the Council’s fees and charges.</p> <p>The increase in fees and charges will support the Council in achieving a balanced budget for 2024/25.</p>
2. Who is intended to benefit from the policy and how?
<p>The council, like local authorities across the country, is facing extreme pressures on our budgets, due to a variety of factors outside of our control. These include ongoing risks and uncertainties over future Government funding, the long-term financial impact of Covid-19 and a period of exceptionally high inflation which means the cost of buying goods, services and contracts has risen across the board.</p> <p>The Council needs to set a balanced budget for 24/25 and develop a medium-term financial plan. The fees and charges policy will enable the Council to take steps to close the gap and balance the budget, providing a consistent framework within which to set fees</p>

and charges and ensuring that wherever possible, discretionary services are cost neutral and not subsidised by the Council. This will benefit the local community by ensuring the Council is able to continue statutory services in the most efficient way, and where possible, that it can continue to provide those discretionary services that matter most to people, but we will need to move towards delivering these in a cost neutral way.

The proposed Fees and Charges Policy sits alongside the Council's Concessions Policy, which benefits the users of council services who live, work and/or study in Chesterfield, but also includes visitors to the area. Concessions apply to a variety of people based on income disadvantage, age and other key groups.

People that meet specific eligibility criteria to receive a concession will benefit from the reduced rate of charge which will help make services more affordable and therefore more accessible to them providing more equal opportunity for social involvement.

The charging models set out in the policy are designed to allow flexibility in pricing and enable external market conditions to be considered. This method can be used as a phased implementation to full cost recovery to mitigate against the impact on customers.

3. What outcomes do you want to achieve?

To, wherever possible, recover the full cost of providing discretionary services, including direct costs, direct overheads, corporate overheads, building and premises costs, unproductive time, capital and investment costs. This will support the delivery of the Council's Budget Strategy.

The Fees and Charges Policy is complimented by the Council's Concessions Policy, which offers a reduced rate of charge to customers who meet the eligibility criteria. For those people meeting the disadvantaged criteria specified in the policy, concessions will provide an inducement to use the services in the interests of their general wellbeing by creating greater equality of access, social inclusion, physical and mental health improvement, and education and learning. This will directly assist the council in meeting a number of its social responsibilities, and strategic aims and objectives.

4. What barriers exist for both the Council and the groups/people with protected characteristics to enable these outcomes to be achieved?

There are financial barriers to the council due to ongoing control and reductions by government of local government funding, alongside the requirement for the council to become self-funded. The council needs to target its resources more carefully to areas of most need and review and adjust its policies accordingly.

Statutory service charges are defined by legislation, and historically, the Council has subsidised the provision of many discretionary

services, which it can no longer afford to do. However, the Council is dependent upon generating income to maintain a balanced budget.

Section 2 – Collecting your information.

5. What existing data sources do you have to assess the impact of the policy, project, service, function or strategy?

A schedule of charges has been produced to collate the current charge for services, the cost of providing each service, and the proposed charges.

As part of the Council's engagement activity, usage and satisfaction with services is captured via customer feedback and is broken down by protected characteristic where possible.

Section 3 – Additional engagement activities

6. Please list any additional engagement activities undertaken when developing the proposal and completing this EIA. Have those who are anticipated to be affected by the policy been consulted with?

Date	Activity	Main findings
11/23	Budget Conversation with the wider public on the Council's Budget Strategy Implementation Plan.	TBC – the initial phase of the budget conversation closes on 15 th Dec.

Section 4 – What is the impact?

7. Summary of anticipated impacts.			
	Positive impact	Negative impact	No disproportionate impact
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disability and long-term conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender and gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marriage and civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnant women and people on parental leave	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ethnicity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion and belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

8. Details of anticipated positive impacts.								
a)	The associated Concessions Policy offers an inducement to encourage access to and inclusion of older and younger people in discretionary council services.							
	<input checked="" type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion
b)	The Policy offers an inducement to encourage access to and inclusion of disabled people in discretionary council services. Eligibility criteria specifically includes concessions for Carers and essential companions.							
	<input type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion
c)								
	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender	<input type="checkbox"/> Marriage	<input type="checkbox"/> Pregnancy	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Ethnicity	<input type="checkbox"/> Religion

9. Details of anticipated negative impacts.

a)	<i>Negative impact:</i>	None identified.						
	<i>Mitigating action:</i>							
	<input type="checkbox"/> Age <input type="checkbox"/> Disability <input type="checkbox"/> Gender <input type="checkbox"/> Marriage <input type="checkbox"/> Pregnancy <input type="checkbox"/> Sexual orientation <input type="checkbox"/> Ethnicity <input type="checkbox"/> Religion							
b)	<i>Negative impact:</i>							
	<i>Mitigating action:</i>							
	<input type="checkbox"/> Age <input type="checkbox"/> Disability <input type="checkbox"/> Gender <input type="checkbox"/> Marriage <input type="checkbox"/> Pregnancy <input type="checkbox"/> Sexual orientation <input type="checkbox"/> Ethnicity <input type="checkbox"/> Religion							
c)	<i>Negative impact:</i>							
	<i>Mitigating action:</i>							
	<input type="checkbox"/> Age <input type="checkbox"/> Disability <input type="checkbox"/> Gender <input type="checkbox"/> Marriage <input type="checkbox"/> Pregnancy <input type="checkbox"/> Sexual orientation <input type="checkbox"/> Ethnicity <input type="checkbox"/> Religion							

10. Have all negative impacts identified in the table above been mitigated against with appropriate action?

<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	<i>If no, please explain why:</i>
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Section 5 – Recommendations and monitoring

11. How has the EIA helped to shape the policy, project, service, function or strategy or affected the recommendation or decision?

12. How are you going to monitor the policy, project, service, function or strategy, how often and who will be responsible?

The council's Service Director – Finance will be responsible for ongoing monitoring and review of the policy in accordance with the Council's scheme of delegation. The full review of the policy will take place at least every 2 years.

Section 6 – Knowledge management and publication

Please note the draft EIA should be reviewed by the appropriate Service Manager and the Policy Service **before** WBR, Lead Member, Cabinet, Council reports are produced.

Reviewed by Head of Service/Service Manager	Name:	Theresa Channell
	Date:	21 November 2023
Reviewed by Policy Service	Name:	Katy Marshall
	Date:	21 November 2023
Final version of the EIA sent to Policy Service	<input checked="" type="checkbox"/>	
Decision information sent to Policy Service	<input checked="" type="checkbox"/>	