

EXECUTIVE BOARD MEETING 27TH MARCH 2017

INCOME AND CHARGING POLICY

Purpose: To consider a draft Income and Charging Policy for the Council which will be used to underpin the development of a more strategic and commercial approach to the Councils income generation and debt recovery processes.

Recommendations / key decisions required:

To consider a Corporate Income and Charging Policy for the Authority.

Reasons:

To support the development of a more strategic and commercial approach to the Councils income generation and debt recovery processes and to support the Council in meeting its financial challenges in the short, medium and long term.

Relevant scrutiny committee to be consulted NO

Exec Board Decision Required YES

Council Decision Required YES

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Councillor David Jenkins (Resources)

Directorate	Designations:	Tel Nos/E Mail Addresses:
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EXECUTIVE SUMMARY EXECUTIVE BOARD MEETING

27TH MARCH 2017

INCOME AND CHARGING POLICY

1. SUMMARY OF PURPOSE OF REPORT.

Background:

- It has been previously raised to undertake a review of the authority's approach to income and charging and that this should be carried out as part of the TIC Programme.
- An Income and Charging Steering Group was established to oversee the review with the '*aim of examining the potential for increasing income from fees and charges and reviewing the robustness of current income collection and debt recovery processes*'.
- One of the initial findings from the group was that there was a need to adopt a more strategic approach to its income and charging activities and that this should be supported through the development of a Corporate Income and Charging Policy.
- One of the aims of the policy is to provide a set of key principles which will be used to underpin the authority's approach to income and charging and to further develop a more commercial approach to these activities.
- The policy will act as source of reference for services when looking to introduce new, or review their existing charges, and also set out expectations in respect of the robustness of its income collection and debt recovery processes.
- The policy/principles has been subject to extensive consultation including DMT's, Heads of Service forum and TIC Programme Board.
- The WAO Local Government Study: Charging for services and generating income by Local Authorities has been presented to [Audit Committee 6th January 2017](#) and the principles of this policy links into the WAO study.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Chris Moore (Director of Corporate Services)

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	NONE	NONE	NONE

1. Policy, Crime & Disorder and Equalities

- One of the initial findings from the TIC Income and Charging Group was that there was a need to adopt a more strategic approach to its income and charging activities and that this should be supported through the development of a Corporate Income and Charging Policy. One of the aims of the policy is to provide a set of key principles which will be used to underpin the authority's approach to income and charging and to further develop a more commercial approach to these activities. The policy will act as source of reference for services when looking to introduce new, or review their existing charges, and also set out expectations in respect of the robustness of its income collection and debt recovery processes. The policy/principles has been subject to extensive consultation including DMT's, Heads of Service forum and TIC Programme Board.

2. Legal

- The policy aims to comply with and adhere to Welsh Government legislation in respect of income generation and charging for services.

3. Finance

The attached policy and action plan aims to further develop the Council's income generation and recovery processes with the overall aim of helping the Council respond to the on-going financial challenges facing the organisation.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Chris Moore

Director of Corporate Services

1. Scrutiny Committee

N/A

2. Local Member(s)

N/A

3. Community / Town Council

N/A

4. Relevant Partners

N/A

5. Staff Side Representatives and other Organisations

N/A

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THERE ARE NONE