

Report for: Cabinet 08 December 2020

Item number:

Title: Review of Fees and Charges 2021-22

Report authorised by: Jon Warlow – Director of Finance and Chief Finance Officer

Lead Officer: Andrei Moclinda, Principal Accountant - Corporate Financial Strategy and Monitoring

Ward(s) affected: ALL

**Report for Key/
Non Key Decision:** Key.

1. Describe the issue under consideration

- 1.1. The Council's income policy requires as a minimum an annual review of the level of the fees and charges levied upon service users with a view to ensuring that income is maximised commensurate with the full recovery of costs.
- 1.2. This report sets out the Fees & Charges that are proposed to be applied to services from the start of 2021/22. This report considers the relevant factors affecting the review of fees and charges, identifies those services where an increase is being proposed and seeks:
 - Approval to increase the fee or charge rate to those services where an increase is proposed in line with inflation.
 - Member's agreement where an alternative approach is being proposed.

2. Cabinet Member introduction

- 2.1. It is important that, as part of our on-going financial planning, we comply with the Council's policy to review our fees and charges, as a minimum annually, taking account of issues such as the general economic climate, the Council's overall financial position and delivery of the objectives of the Borough Plan.
- 2.2. Taking all relevant factors into account I believe that the increases in fees and charges proposed in this report are appropriate. I therefore commend this report to the Cabinet.

3. Recommendations

- 3.1. The Cabinet is asked:
 - a) To **agree** the proposed non-statutory fees and charges to be levied by the Council with effect from 1 April 2021, unless otherwise stated, and as detailed in

Section 8 and Appendices I – XIII taking into account the findings of equalities assessments as set out in section 10 of the report.

- b) To **note** the statutory fees and charges to be levied by the Council with effect from 1 April 2021.
- c) To **note** that the Council's draft 2021/22 Budget and Medium Term Financial Strategy (MTFS) 2021/22-2025/26 assumes that the changes to Fees & Charges set out in this report are agreed.

4. Reasons for Decision

- 4.1. It is a requirement to review fees and charges as a minimum annually. The financial position of the Council supports the view that levels of fees and charges should be maximised where possible, taking into account all relevant factors including the effect on service users and any consequent demand for services.

5. Alternative options considered

- 5.1. This report summarises the conclusions after consideration of a range of alternative approaches dependent on particular services and relevant factors. As such a range of alternative options ranging from no increase to differentiated rates of increases or decreases have been considered and reflected in this report.

6. Background information

- 6.1. The Council's External Income Policy in relation to varying external income rates reflects that:
 - Service managers should review the level of fees and charges, as a minimum annually, usually as part of the budget setting process;
 - Charges should generally increase by the Retail Price Index (RPI) as a minimum where permissible and also seek to maximise allowable income;
 - A full list of proposed charges should be presented to Cabinet by the end of March each year.

n.b. the impact of Covid-19 has led to increased volatility in monthly inflation rates particularly with the Eat Out to Help Out campaign in August. Figures in the first quarter of 2020 were over 2.5%, they dipped during the lockdown period but in July the figure was 1.6%. It was therefore decided to set a rate of 2% for this year.

- 6.2. The setting of fees and charges, along with raising essential financial resources, can contribute to meeting the Council's objectives. Through the pricing mechanism and wider market forces, outcomes can be achieved, and services can be promoted through variable charging policies and proactive use of fees to promote or dissuade certain behaviours. In the main, fees and charges should be set at a level where the full cost of provision is recovered through the price structure. However, in many circumstances those charges are reduced through subsidy to meet broader Council priorities.

- 6.3. This report meets the requirements of the Council's external income policy for the 2021-22 financial year and as such contains details of the current and proposed levels of fees and charges to take effect as set out during 2021-22.

7. Review of Fees & Charges

- 7.1. Some fees and charges are set by statute and cannot be changed, such as the amount charged for a Marriage or Civil Partnership ceremony or for a Birth Certificate. Many fees and charges, for example residential care or Building Control, can only recover relevant costs. The level of other fees and charges are at the discretion of the Council or are restricted to cost recovery.
- 7.2. The Council also has a set of strategic and policy objectives, and fees and charges should be set in accordance with such objectives.
- 7.3. The general principles underpinning the Council's external income policy are that all fees and charges are reviewed as a minimum annually and that income is maximised within current service and policy objectives. The competitiveness of the market in which the service operates and the effect of price on demand and overall income yield should be considered.
- 7.4. The draft 2021/22 Budget and MTFs 2021/22-2025/26 assumes that fees and charges increase by a minimum of 2% in 2021/22 unless there is good reason not to, which should be explained.
- 7.5. In some cases, where a 2% increase would give a very small cost increase and/ or result in a charging rate that would be difficult to administer e.g. a resultant 36p charge might require disproportionate effort of maintaining change floats etc. Services have been asked to take account of factors such as the last time a rise was approved (i.e. an assessment of the compounded inflationary rate) and make appropriate proposals; the proposed rate can be seen in the appendices.
- 7.6. A number of fees and charges cannot be set by the Cabinet. Regulation 2(6) of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 provides that charges for certain approvals, consents, permits and licenses (e.g. licensing/planning/consent under the Highways Act 1980) may not be made by the Executive (Cabinet). These fees are set by the Council's Regulatory Committee and a separate report will be considered by that committee before the end of the financial year.
- 7.7. The Council set a number of guiding principles as part of last year's budget process which included identifying commercial and income-generating options. This principal has continued as a key driver of opportunities identified in this year's budget process. These proposals are included in the Budget/MTFS paper being considered as part of tonight's agenda.

8. Service Specific information

- 8.1. The Appendices I – XIII detail the services' fees and charges, showing the 2019-20 rate, 2020/21 rate and the proposed 2021-22 rate with the uplift, if any, applied. Each service proposal is also summarised below. Policy or equalities impact of any proposal are covered in Section 10.

Adult Services (See Appendix I) -

- 8.2. Under Section 14 of the Care Act 2014, the Council has the power to charge for meeting care and support needs for adults and carers. The charges are means tested and take into account both income and assets possessed by the individual. This may or may not include an individual's residential home depending on whether the individual is receiving residential or community care. Charges are limited to cost recovery only. The principle of full cost recovery for all care and support services is set out in the Council's Fairer Contributions Policy and should be applied to all services.
- 8.3. No increase is proposed for the 2021/22 Emergency Responses charge. This is due to the current service charge being more than other similar services which is impacting on the service user take up.
- 8.4. Osbourne Grove Nursing home closed at the end of 2019/20, with any potential fees and charges attached to this no longer being applicable going forward.
- 8.5. Charges for Sessional Drop-ins and Day Care at Winkfield Resource and Haynes Day Centres were not increased in 2020/21 and have increased by £2 per day in line with inflation.
- 8.6. The Clarendon Centre provides courses and sessions for individuals as part of their service offer. The charge of £25 per half day would be chargeable to out of borough clients.

Traffic Management (Operations) (See Appendix II)

- 8.7. These are charges relating to in the main borough wide parking permits, parking suspensions, highways licences and Traffic management orders. The parking permit charges are made in accordance with the provisions of the Road Traffic Regulation Act 1984. The Secretary of State recommends that authorities set charges at levels which are consistent with the aims of the authority's transport strategy, including its road safety and traffic management strategies. The highway licences charges are set in accordance of the provisions in the Highways Act.
- 8.8. The service is proposing to increase charges by 2% but due to rounding some increases will be higher. There has also been an introduction of £20 Refund Administration fees due to the need to contribute to the cost of processing refunds.
- 8.9. The Period of hire for skips or combined skip/materials licence will change from 1 month to 2 weeks, to match the model operated by other Local Authorities and improve the management of the network.
- 8.10. No increases have been applied for Pay and Display parking charges, a review of these is pending.
- 8.11. Proposed increases in parking charges have been put forward for Cabinet Approval in separate reports in September and November 2020 and as such are not included in this report.

Libraries (See Appendix IIIa)

- 8.12. The Library Charges (England and Wales) Regulations 1991 stipulate the items and services that may be charged for. Charges are at the discretion of the authority, and

the authority may make different provision for different cases including different provision in relation to different persons, circumstances or localities. There can be no charge for the loan of written material (section 8 of the Public Libraries and Museums Act 1964).

8.13. Library Service fees and charges fall into two categories:

1: An incentive to return items promptly, to take care of them and return them in good condition for the next Library member to borrow. This ensures that value for money is achieved for monies spent on library resources as they are available for loan for the majority of their lifetime. The charges that fall into this category are fines and charges for lost or damaged items. Although these charges have an income target due to their nature they cannot be marketed to increase income.

2: Income generation charges which includes loan fees for audio visual materials, printing and room hire.

8.14. In previous years all library fees and charges have been increased in line with inflation, however due to the low denominations involved this is difficult to apply evenly and practically across the suite of charges.

8.15. This year the proposal looks at the charges in the round to create an overall increase in line with inflation and introduces new ways of generating income to incentivise use while ensuring that those in most need are not disadvantaged or prevented from using the service. Where it is possible to do so the changes have been benchmarked with other London Boroughs. A full EqIA has been carried out and is attached as Appendix XIV. The implications have been highlighted in the Equalities comments in Section 10.

Cultural Services (See Appendix IIIb)

8.16. Existing Charges to Bruce Castle Museum & Archive Services will not increase in 2021/22 due to the impact of COVID-19. The Service is looking to repackage its offer in a way that is as attractive, Covid-safe and supportive as possible to enable people to return to their bookings and to help attract new bookings and new ways of working.

8.17. The service proposes the introduction of an Archive Research Fee for remote enquiries. This will be set at two rates: a Commercial rate at £40 per hour and a Community rate at £25 per hour.

8.18. All other services and access to the museum remain free. The service will continue to collect feedback from service users and monitor any barriers to use.

Garage Rents (See Appendix IV)

8.19. The level of garage rent is based on demand, location and size and the income contributes to the Housing Revenue Account (HRA) rather than the General Fund (GF).

- 8.20. To ensure the garage rents do not impact disproportionately on vulnerable customers a specific concessionary rate is in place for elderly and disabled Haringey residents to ensure they can access the service (see 8.15(a)).
- 8.21. A specific pricing structure is in place for Tenants and Leaseholders of Haringey Council which is below market rate in recognition of the financial constraints on this group and to ensure they can take advantage of the facilities on their estates (see 8.15(b)).
- 8.22. The service has reviewed its pricing strategy for 2021/22 and is proposing the following;
- a) The Concessionary discount for Haringey residents who are either over state pension age or have a disability (Group 1) will be retained at 2020/21 levels, with a 0% increase.
 - b) Garage rent restructuring was due to continue this year for Tenants and Leaseholders of Haringey Council renting their first garage (Group 2), however due to the possible impact of the pandemic on the population a decision has been taken to delay this process. There is a 2.5% increase on rent roll for Category A Tenants and Leaseholders as the garages in this category are far below market rate and are amongst the most in demand in the borough, while Categories B-E have increased at an average of 2.2% rounded up to the nearest 0.05p.
 - c) The flat rate for private renters, businesses and those Tenants and Leaseholders of Haringey Council renting their second or subsequent garage (Group 3) in 2021/22 will increase by 2.3%.

Corporate Landlord (Asset Management) (See Appendix V)

- 8.23. Most rents for commercial properties are set through commercial negotiations with the tenant as part of the initial lease and subsequent rent reviews. The rents are set using nationally agreed RICS formulae taking into account variables such as location, size and condition of the property. The rent payable at the time of entering into a lease is very much dependent on market forces driving best consideration and once agreed is usually fixed for periods of up to 5 years before review. Commercial rent amounts are therefore not included for approval in this report.
- 8.24. Staff car parking Charges will not change in 21-22 and will be pending review due to COVID-19 usage and demand.
- 8.25. Room Hire Charges in the Civic Centre, River Park House and Neighbourhood Resource Centre are proposed to increase by 2%.

Court Costs (See Appendix VI)

- 8.26. Legislation under the Council Tax (Administration and Enforcement) Regulations 1992 and the Non-Domestic Rating (Collection and Enforcement) Regulations 1989 defines that the cost of summons and a liability order is reasonably incurred. The cost of summons and liability orders is reviewed annually to ensure it remains fair and reasonable. Following a challenge in the High Court, the costs of Council Tax summons in Haringey were reviewed by Grant Thornton and the recommendations from that review were built into the charges levied at that time.

- 8.27. The current charges are broadly in line with other London Boroughs and it remains prudent to keep them at the same level for 2021/22.
- 8.28. The Authority's court costs are audited and are deemed to reflect the true cost in pursuing non-payers and defaulters.

Waste (See Appendix VII)

- 8.29. For household waste new bulk bin hire and other chargeable waste services were introduced in 2017/18. No increases are proposed at this time, pending the outcome of a comprehensive review of domestic charges.
- 8.30. The commercial market continues to be very competitive and therefore a further inflation increase of 2% is proposed for 21/22. However, a review of all commercial waste prices will be undertaken by Veolia and the council in the next 6 months.

Parks Services (See Appendix VIII a)

- 8.31. Allotment rents were increased by 75% in 2018. It was subsequently agreed with the Allotment Forum that the rent would not be subject to a further increase for three years, but it would be reviewed in 2021.
- 8.32. Woodfurn Oak Benches and Parklane seats will no longer be offered to the public to sponsor as a memorial. These will be replaced with the councils preferred bench, which is an Eastgate Anti-vandal bench, and now includes a hard surface base supplied under the bench to improve use 12 months of the year.
- 8.33. An Adult and Junior Changing room fee will be introduced for Matches & Training sessions up to 2 hours. Prior to this introduction it was an anomaly that there was no price for the usage of changing rooms, the prices now introduced are still half the cost of equivalent facilities outside Haringey.
- 8.34. The fees charged for use of sports pitches and organised exercise/personal training in parks has mostly been increased in line with inflation. Fees have been rounded up where small amounts are involved, and this may sometimes result in above inflation increases. New charges have been set for Markfield all weather facilities, based at Market Rate for Adults and Partial recovery costs for Juniors. A charge for the use of Baseball Diamond pitches has been introduced, with the new prices in line with equivalent football pitch prices within the borough.

Parks Events (See Appendix VIII b)

- 8.35. The Council operates in a competitive market, particularly for major events that take place in Finsbury Park. With prices having been increased by inflation since 2016/17 market testing now demonstrates that our prices are at the right sort of level compared to nearby boroughs and to attract sufficient business to maximise the income potential. Consequently, most charges will increase in line with inflation, allowing the service to remain competitive.
- 8.36. Community and Charity related fees will remain the same for 2021/22 with the aim to encourage community activity post COVID.

Registrars (See Appendix IX)

- 8.37. Most fees in the Registrar's office are set by the General Register Office and were last revised in October 2017 – these cannot be changed by the Council.
- 8.38. The Council can however set fees for discretionary services. The Registrars service is proposing to make a number of changes to their charges to better recover costs in light of the overall market, as they are in competition with other boroughs / providers, and to stimulate demand. The proposed fee levels aim, as a minimum, to enable current income requirements to be achieved whilst providing a comprehensive service. The increases to these have been adjusted in line with inflation.

Regulatory Services (See Appendix Xa)

- 8.39. These charges relate to Pest Control, Environmental Health Mortuary, Environmental permits and Local Authority Pollution Prevention Control (LAPPC) mobile plant charges. Fees are permissible by Acts of parliament. Environmental Permit fees are set by statute.
- 8.40. Where fee increases have been proposed these are broadly in line with inflation. In a number of cases no increase is proposed in order to remain competitive with the market. As a way of attracting an increase in demand there is a 20% reduction proposed for Licenced Landlords that are compliant. There is an established 40% discount for concessions for pest control fees. This discount remains the same as last year.
- 8.41. For fixed penalty notices, the allowable range for charges is set by statute and no increase applies in 2021/22 except for littering where the Council will continue to levy a penalty of £150, which is the maximum the statute allows.

HMO (See Appendix Xb)

- 8.42. Mandatory HMO Licensing is a non-discretionary scheme introduced by Government which came into effect in 2006. The fee for a Mandatory Licence was set at £208.00 per habitable unit with discounts attached for certain aspects of the licensing process. It applies to all HMO occupied by 5 or more persons across the whole borough.
- 8.43. Current Additional HMO Licensing in Tottenham is a discretionary scheme adopted by Haringey in December 2013. It came into effect in 1st May 2014 and ended 30th April 2019. The fee for Additional HMO Licensing was £208 per habitable unit with the same discount applicable to Mandatory HMO Licencing. It applied to HMO occupied by three or more persons within designated area.
- 8.44. A proposal for a borough wide additional HMO Licensing scheme which will compliment borough wide Mandatory Licensing was implemented in 2019/20. The fee was set at £1100 per unit based on an average 5 bed let. There was no price increase in 2020/21 and a 2% increase is proposed for 2021/22, in line with inflation, bringing the fee to £1112.
- 8.45. A £50 discount off the licencing fee is offered as a concession to landlords who have received training and are accredited to a landlord association.
- 8.46. All licensing fee money is ring fenced to be used for the purposes of operating a scheme.

Building Control and Local Land Charges (See Appendix XIa)

- 8.47. Charges are required to be set so that the Building Regulations service breaks even over a 3-year period.
- 8.48. Most building control charges are statutory, and the Council has no control over setting these; these are expected to increase above inflation for 2021/22. Additional charges within the Council's remit, are set to increase above inflation, bringing them in line with existing market rates.
- 8.49. Following investigation of the position by the Land Registry (HMLR), and a consultation exercise which ended on 9 March 2014, the Government has decided that responsibility for the administration of Land Charges should be transferred from the local authorities in England and Wales to the Land Registry from Q2 2021.
- 8.50. Local Authorities will still be responsible for maintaining the Local Land Charges (LLC) Register, but will need to provide the information to HMLR. The council will receive a small migration fee for the first 3 years, however all LLC1 Income will be lost.
- 8.51. To offset this loss, it is proposed that charges for CON29R will increase by over 20%.
- 8.52. The majority of existing Local Land Charges have increased by inflation and then have been rounded up to the nearest £1.
- 8.53. Local Land Charges are set so that the service breaks even over a three-year period and also so that we, as a Local Authority, do not set our fees so low as to impact the other private search companies, in accordance with the guidance on fees setting under the Local Land Charges Act 1975.

Development Management (Planning / Development Control Services) (see Appendix XIb)

- 8.54. Charges have been proposed to increase by 5%, with the exception of Quality Review Panels and Air Quality/Energy meeting for a major (plus VAT). This is due to an increase in staff resources, hence why the proposals are above inflation. The proposed 5% increase on all non-statutory fees is, in the main levied on developers and those carrying out development which is profit driven. Only the charges for Householder advice affect residents per se.
- 8.55. The Self-Build and Custom Housebuilding Regulations 2016 allow the Council to set local eligibility requirements (in addition to the general national requirements) for inclusion on Haringey's Self-Build and Custom Housebuilding Registers. On 31 October 2019 following a Cabinet decision, the Council introduced two local eligibility criteria for registration on the Haringey's Self-Build and Custom Housebuilding Register: a Financial Resources Test and a Local Connection Test. This fee is set at a rate that reflects the staff time that needs to go into the assessment of applications. The fee has to be calculated on the basis of cost recovery.
- 8.56. It should also be noted that these charges would only apply to those that are carrying out development and these fees would be a very small proportion of the overall cost of a development project.

- 8.57. It is not anticipated that this will increase the income of the Planning Service, rather it is likely that it will offset an expected reduction in planning applications and pre-applications in the current years.

Childcare (see Appendix XII)

- 8.58. Centres are in a challenging childcare market. Other nurseries are offering childcare at lower rates enabling parents to have more choice which makes it difficult for our centres to attract fee payers. With fewer fee payers this will lead to an increase to the current overspend.
- 8.59. Childcare place costs are proposed to increase by 2%, in line with inflation. Contact planning and room hire charges are also proposed to increase by 2% in line with inflation.

Legal External Fees (see Appendix XIII)

- 8.60. The legal charges are set to secure that, taking one financial year with another, the income from the charges achieves full cost recovery for provision of the legal service. In relation to commercial property charges the client department (Property Services) has the ability to waive some or all the fees if they wish to cover some or all these fees from their legal budget. The same principle applies to the Planning Services department in respect of section 106 agreements.
- 8.61. Charges to Homes for Haringey and Haringey Clinical Commissioning Group (CCG) are set out in separate Service Level Agreements between Homes for Haringey and Haringey's Legal Services and CCG and Haringey's Legal Services. The rates are set to be beneficial to both Homes for Haringey and the CCG whilst recovering the cost of provision of the Legal support. They are currently set at a level to be competitive and maximise the use of the services provided.
- 8.62. Due to a significant increase in fees last year, the fees will stay the same for 2021/22.

9. Contribution to strategic outcomes

- 9.1. Maximising the Council's resources, in particular in the current financial climate, is a key part of the Council's Medium Term Financial Strategy. In addition, the review of fees and charges has taken into account the Council's strategy and policies regarding that particular service.

10. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance Comments

- 10.1. The proposed changes to Fees & Charges outlined in this report and appendices have been taken into account in the Council's proposed 2021/22 budget.

Strategic Procurement Comments

- 10.2. Strategic Procurement notes the contents of this report.

Legal Comments

- 10.3. The Head of Legal Services has been consulted in the preparation of this report, and makes the following comments.
- 10.4. Confirmation is given of the Cabinet's remit as set out at paragraph 7.6 above.
- 10.5. Certain fees for services provided by the Council are prescribed in statute. Accordingly, confirmation is given that in such instances the Council has no discretion as to the level of the charge. However, there are a further range of services where specific legislative provisions allow the Council to decide whether to charge and how much. One such service area is leisure and recreational facilities, where section 19(2) of the Local Government (Miscellaneous Provisions) Act 1976 permits the Council to charge for these facilities beyond cost recovery limitations.
- 10.6. In addition, section 93 of the Local Government Act 2003 (the Act) - and guidance issued in 2003 pursuant to section 96(3) of the Act - empowers the Council to charge for discretionary services. A discretionary service is defined in the guidance as being one where the Council has the power to provide it, but is not obliged to do so. However, this power cannot be used where the Council is under a duty to provide the service, or where charging is prohibited or where a specific legislative charging regime applies.
- 10.7. The Council must have regard to the guidance when charging for discretionary services under the Act. Accordingly, for each discretionary service which a charge is made, there is duty to secure that, taking one year with another, the income from charges for that service does not exceed the costs of provision. Any over or under recovery that results in a surplus or deficit of income in relation to costs in one period should be addressed by the Council when setting its charges for future periods so that over time income equates to costs.
- 10.8. In addition, Section 93 of the Act permits the Council to charge only some persons for providing a discretionary service and to charge different persons different amounts for providing a service.
- 10.9. The Council also has power under section 1 of the Localism Act 2011 to do anything that individuals generally may do, subject to specified restrictions and limitations imposed by other statutes. The general power of competence extends to charging for a discretionary service where there is no other power to charge for the service, including the power in section 93 of the Act. Similarly, under this provision, the Council may not recover more than the cost of providing that service.
- 10.10. In reviewing fees and charges, the Council need to have due regard to the overarching Public Sector Equality Duty as set out in the Equality Act 2010.

Equalities Comments

- 10.11. The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:
 - Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;

- Advance equality of opportunity between people who share those protected characteristics and people who do not;
- Foster good relations between people who share those characteristics and people who do not.

- 10.12. The three parts of the duty apply to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.
- 10.13. The Council's savings programmes are all subject to a separate assessment to ensure they do not impact negatively on any protected groups.
- 10.14. The proposed fee changes set out within this report have all been subject to equalities screening. Where the screening process has identified a potential disproportionate impact for protected groups, or see a fee increase above inflation (2%) for the resident a full EqIA has been completed. This has resulted in one full EqIA's being completed for Libraries.
- 10.15. For an increase of fees above inflation (2%) experiences by commercial organisation such as developers and business and EqIA has not been completed. EqIA have not been completed where an increase of above 2% is imposed in real terms and this is a small increase. This has been capped at an increase up to £2.00.
- 10.16. The results of the EqIA process have been highlighted below for Libraries, where the fees are being increased slightly above inflation. Due to the users of the service, this will disproportionately impact those who share protected characteristics of age and disability, alongside those on low incomes among whom Black and Asian minority ethnic groups are overrepresented. It is recognised that the new proposal will negatively impact those over 60 as they will no longer be exempt from library fees and charges. The increase of the age of automatic concessions from 60 to 65 is in line with the state pension age, and those who are under 65 and claim income support will still be eligible for concessions. The increase is therefore considered necessary to cover the costs of running the service and to achieve income targets.
- 10.17. We know that older people, families with young children, people with disabilities, and those on low incomes are overrepresented among service users. Therefore the introduction of new concessions for service users aged between 18 and 25, and exemptions for socioeconomically disadvantaged service users who receive job seekers allowance or Universal Credit; employment and support allowance, income support and pension credit, and those receiving disability living allowance, personal independence payment or with other verification of long-standing disability, represents a measure to address a known inequality that disproportionately affects these groups. It is expected that the measure will improve access to the service for those groups and the proposed decision, therefore, represents a proportionate means of achieving a legitimate aim.
- 10.18. Officers will continue to monitor for any equalities implications and modify the proposed initiatives to mitigate any issues which arise.

11. Policy Implication

11.1. The Council's income policy requires that an annual review takes place and this report meets that policy obligation.

12. Use of Appendices

12.1 Fees & Charges Schedules

Appendix I	Adults' Services
Appendix II	Traffic Management
Appendix III a	Libraries Charges
Appendix III b	Cultural Services Charges
Appendix IV	Garage Rents
Appendix V	Asset Management
Appendix VI	Court Summons
Appendix VII	Neighbourhood Action – Waste Collection
Appendix VIII a	Parks Services
Appendix VIII b	Parks Events
Appendix IX	Registrars
Appendix X a	Regulatory Services (excl. Licenses etc. set by Reg. Committee)
Appendix X b	HMO Licensing
Appendix XI a	Building Control and Local Land Charges
Appendix XI b	Development Management
Appendix XII	Childcare
Appendix XIII	Legal External Fees

12.2 Equalities Impact Assessments

Appendix XIV	Libraries
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13. Local Government (Access to Information) Act 1985