

## EAST LINDSEY DISTRICT COUNCIL EXECUTIVE DECISION NOTICE

1. Decision to be taken: To increase the annual licence fee for the Council's Beach Hut plots to £250 per annum exclusive of VAT with effect from April 2023.
2. This is a:

S151/Finance Portfolio Holder/Budget Portfolio Holder decision as set out on page 218 of the Council's constitution below with the Leader exercising the Finance/Budget Portfolio Holder's delegation.

<b>2. Financial Limits/Controls and Delegations</b>		
<b>Why is it important?</b>		
Applying limits to financial decisions allows for an appropriate balance of risk management and operational empowerment.		
<b>Key Controls</b>		
The key controls for financial limits / controls and delegations are:		
Function	Limit	Decision Maker
Annual Budget (MTFS)	All	Full Council
In Year Budget Movements	Up to £50,000 £50,001 - £300,000 Over £300,000	S151, Budget Manager Executive Board Full Council
Supplementary Budget	Up to £50,000 £50,001 - £300,000 Over £300,000	S151, Finance PFH, Budget PFH Executive Board Full Council
Reserve Movements	Up to £50,000 £50,001 - £300,000 Over £300,000	S151, Finance PFH, Budget PFH Executive Board Full Council
Fees & Charges	Up to £50,000 £50,001 - £300,000 Over £300,000	S151, Finance PFH, Budget PFH Executive Board Full Council
Asset Disposals	Up to £50,000  £50,001 - £300,000 Over £300,000	S151, Assistant Director – Property Business & Growth & Asset PFH, Executive Board Full Council
Write Offs	Up to £50,000 £50,001 - £300,000 Over £300,000	S151, Finance PFH, Budget PFH Executive Board Full Council
Orders and Contracts	All	As per Contract Procedure Rules
Staff Recruitment	All	Corporate Management Team
Purchase Cards	All – subject to scheme limits	Card Holder
Urgent Action	All	Chief Executive, S151, Finance PFH, Leader of the Council – retrospective

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3. The following is the decision making body or person:

Christine Marshall, s151 Officer and Councillor Craig Leyland, Leader of the Council.

4. Financial implications from this decision have been communicated to the Portfolio Holder for Finance and the Leader?

Yes.

5. The decision was taken on: 27 January 2023.

**Note: - the above date to be completed by Democratic Services upon publication**

6. Contact Officer and details: Andrew Fisher, Assistant Director – Assets.

7. List of documents submitted for consideration in relation to the matter in respect of which the decision is to be made :

None – The annual licence fee has not been increased by the Council since 2013. In 2022, a number of vacant plots were released to the market with each commanding an annual fee of £250 (exclusive of VAT), interest was significant demonstrating that £250 per annum exclusive is a much more realistic level in the market with the current annual fee of £125 (exclusive of VAT) significantly undervaluing the assets.

8. Where the documents are held and where they can be obtained from (except exempt items) when they become available: **NA**

9. The reason for the decision and other alternative options considered and rejected:

Not to increase the fee – not considered appropriate given that it will be 10 years since the last fee increase when this decision becomes effective.

Increase the fee by less – not considered appropriate as the market testing exercise clearly demonstrated that the market will stand £250 exclusive per annum per plot.

Increase the fee by more – not considered appropriate at this stage as higher rates have not yet been market tested.

10. Declaration of any conflicts of interest of the decision making body or the individual: NA

11. Provide a note of any subsequent dispensations granted by the Head of Paid service: NA

12. Financial Implications of this Decision:-

By increasing the fee to £250 per annum exclusive of VAT from April 2023/24 when the annual fee takes effect, an additional maximum net revenue of £47,375 could be achieved (379\*£125 exclusive) which falls within the delegated limit of this decision of £50,000.

**N.B. Please enter names below, signatures will be retained as a hard copy and will not be published therefore should be provided on page 3 of this form:**

13. This decision has been signed off by:

**S151 Officer**

Christine Marshall, s.151 Officer

**Portfolio Holder**

Exercised by Councillor Craig Leyland, Leader of the Council.