
Amendment to Fees and charges for Burcot Hostel

Relevant Portfolio Holder	Del Booth
Portfolio Holder Consulted	Yes
Relevant Head of Service	Sue Hanley
Wards Affected	None
Ward Councillor Consulted	None
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 On the 20th February 2013 Cabinet approved the fees and charges in respect of Burcot Hostel that will apply from 1 April 2013.
- 1.2 The table of fees and charges has been found to be erroneous. The baseline figures for the charges for 2012-13 were incorrect and the subsequent increases calculated from that data are therefore inaccurate.
- 1.3 Two tables are attached to this report. Appendix 1 shows the figures agreed on 20 February 2013. Appendix 2 shows the correct figures calculated from the correct base data

2. RECOMMENDATIONS

- 2.1 That the fees and charges in appendix 2 be approved

3. KEY ISSUES

Financial Implications

- 3.1 If left uncorrected there will be no clear audit trail of how the fees and charges have been calculated.
- 3.2 There will be a loss of revenue, albeit a relatively insignificant one.

Legal Implications

- 3.3 Fees and charges need to be calculated accurately to give transparency and protection from any challenge

Service / Operational Implications

- 3.5 Charges are currently made when households occupy the hostel and therefore there will be no operational changes, other than a change in the charges made, relating to this matter.

Customer / Equalities and Diversity Implications

- 3.7 This change does not disadvantage any particular groups more than the previous charging arrangement did. It will apply to all households who are placed temporarily in Burcot Hostel.

4. RISK MANAGEMENT

- 4.1 If left uncorrected there will be no clear audit trail of how the fees and charges have been calculated.
- 4.2 Fees and charges need to be calculated accurately to give transparency and protection from any challenge

5. APPENDICES

Appendix 1 – Table of incorrect Fees and charges
Appendix 2 - Table of correct fees and charges

6. BACKGROUND PAPERS

Fees & Charges Cabinet Report 2013/14

7. **KEY**

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