

Approved by: Debbie Martin, Chief Finance Officer	Classification of paper:
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Report to PCC	Report reference number
Date of decision Date of report 12th April 2013	Area of county/stakeholders affected
Title of report Revised Fees & Charges 2013/14	
Report by James Cook, Management Accounting & Insurance Manager	
Enquiries to James Cook, 166301	

1.0 Purpose of Report

To agree the schedule of fees and charges for common items for 2013/14.

2.0 Recommendations

To adopt, in their entirety, the ACPO recommended schedule of fees and charges for 2013/14.

3.0 Benefits of Proposal

Estimated income from fees and charges will increase by approximately 2.2% to £166,000 compared to 2012/13 actual income of £163,000 if the revised ACPO schedule of fees and charges for 2013/14 is adopted.

4.0 Background and Proposal

ACPO issue a recommended schedule of fees and charges for all police forces on an annual basis. The revised charges for 2013/14 were issued at the end of March 2013 and the impact of adopting those revised charges has now been assessed and a decision is required as to whether we adopt the new schedule or not. The fees and charges apply, in the main, to insurance companies and others involved in civil proceedings who request access to officers or information held on file by Essex Police.

5.0 Police and Crime Plan

No implications.

[NOT PROTECTIVELY MARKED]

6.0 Police Operational Implications

None.

7.0 Financial Implications

Will increase income from fees & charges by approximately 2.2% year-on-year. This is equivalent to £3,500 additional income.

8.0 Legal and Contractual Implications

Complies with Financial Regulation D.2.4.

9.0 Staffing and Other Resource Implications

None.

10.0 Equality and Diversity Implications

None.


11.0 Background Papers

See attached 2013/14 ACPO schedule of fees and charges.

[NOT PROTECTIVELY MARKED]

Report Approval

The report will be signed off by the Chief Executive and CFO and the PCC Solicitor where legal implications arise.

Chief Executive/M.O 

Chief Financial Officer

PCC Legal Advisor (as necessary)

Decision

I agree the recommendations to this report

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PCC/Deputy PCC

I do not agree the recommendations to this report because

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PCC/Deputy PCC

Publication

Reasons for non-publication (state 'None' if applicable)

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[NOT PROTECTIVELY MARKED]

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Signed/Print name

Report for publication

YES

NO

If the report is not for publication, the Chief Executive will decide if and how the public can be informed of the decision.

[NOT PROTECTIVELY MARKED]