

# RECORD OF EXECUTIVE DECISION

## TITLE OF THE DECISION :- PEOPLE FUNCTIONS - Proposed Fees and Charges for 2026/27

| Date       | Decision Maker                                                                               | Decision                                                                                                                                                                                                                               | Reason(s) for Decision                                                         | Alternative Options Considered              | Conflicts of Interest Declared<br>(and Dispensations granted by the Monitoring Officer) | Consultation with relevant Ward Member(s)<br><br>Yes/No | Subject to Call-in?<br><br>Yes/No |
|------------|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|---------------------------------------------|-----------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------|
| 9 Jan 2026 | Portfolio Holder for Corporate Finance & Governance<br><br>Portfolio Holder for Partnerships | That the Schedule of Fees and Charges 2026/27 for the People function, as set out in Appendix A to the Joint Report of the Portfolio Holder for Corporate Finance & Governance and the Portfolio Holder for Partnerships, be approved. | To enable implementation of the revised fees and charges schedule for 2026/27. | As set out in the accompanying Joint Report | None                                                                                    | No                                                      | Yes                               |

### URGENT DECISIONS ONLY (If non-urgent go to “Agreement to Decision” below):-

|                                                                                                                 |        |                                                                                                                      |        |
|-----------------------------------------------------------------------------------------------------------------|--------|----------------------------------------------------------------------------------------------------------------------|--------|
| <b>GENERAL EXCEPTION APPLIES?</b><br>(Rule 14 Access to Information Procedure Rules)                            | YES/NO | If yes, has at least 5 clear days notice been given to the Chairman of the relevant overview and scrutiny committee? | YES/NO |
| <b>SPECIAL URGENCY APPLIES?</b><br>(Rule 15 Access to Information Procedure Rules)                              | YES/NO | If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?                    | YES/NO |
| <b>EXEMPTION FROM CALL-IN APPLIES?</b><br>(Rule 18i Overview and Scrutiny Procedure Rules)                      | YES/NO | If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?                    | YES/NO |
| <b>URGENT &amp; OUTSIDE BUDGET OR POLICY FRAMEWORK?</b><br>(Rule 6 Budget and Policy Framework Procedure Rules) | YES/NO | If yes, why is it not practical to convene a quorate meeting of full Council?                                        |        |
|                                                                                                                 |        | If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?                    | YES/NO |

### AGREEMENT TO DECISION:-

|          |        |                                                             |
|----------|--------|-------------------------------------------------------------|
| Signed:- | Date:- | Delegated Power Reference (in Part 3 of the Constitution):- |
|----------|--------|-------------------------------------------------------------|

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|-------------------------|-------|-------|
| .....<br>Decision Maker | ..... | ..... |
|-------------------------|-------|-------|

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