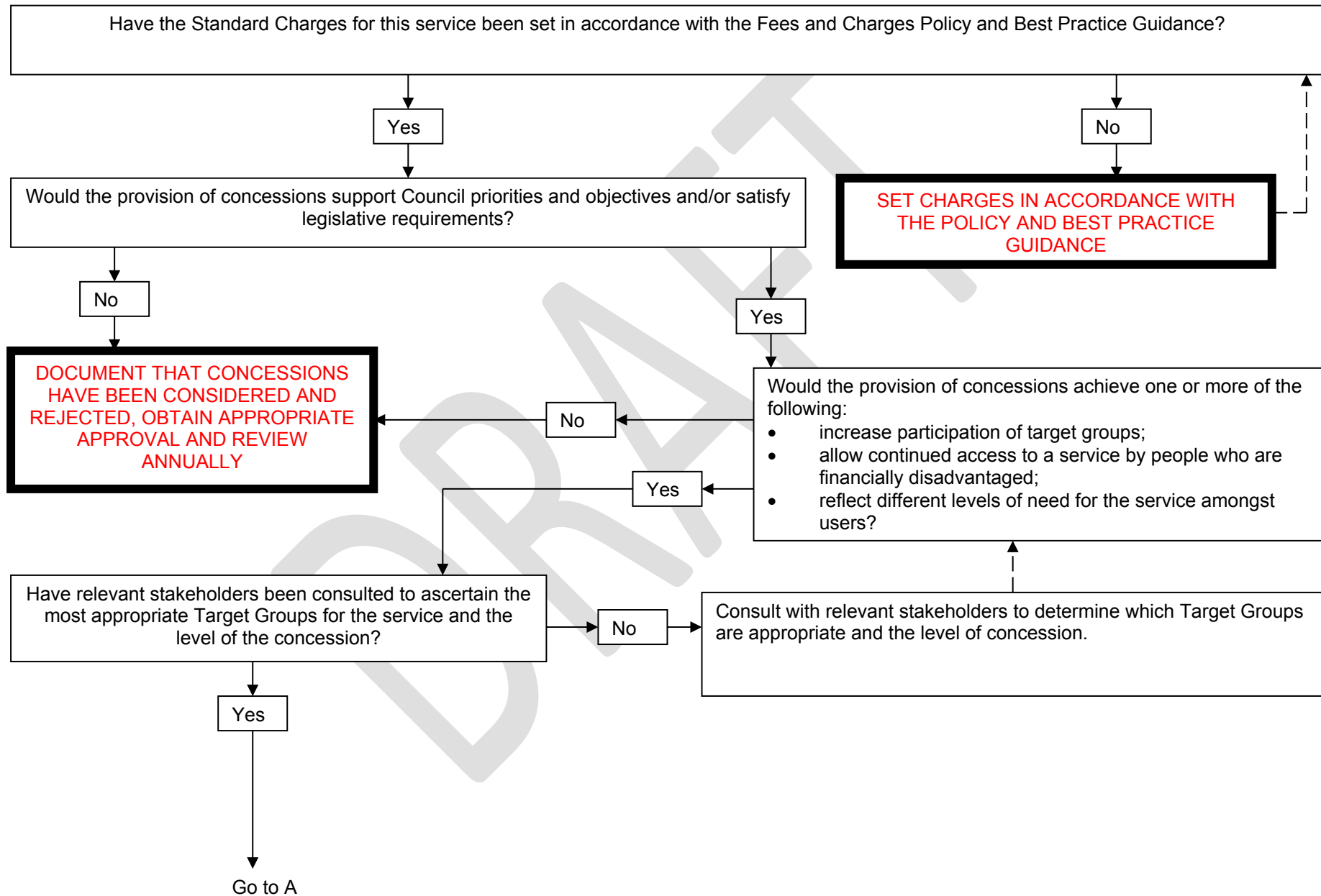


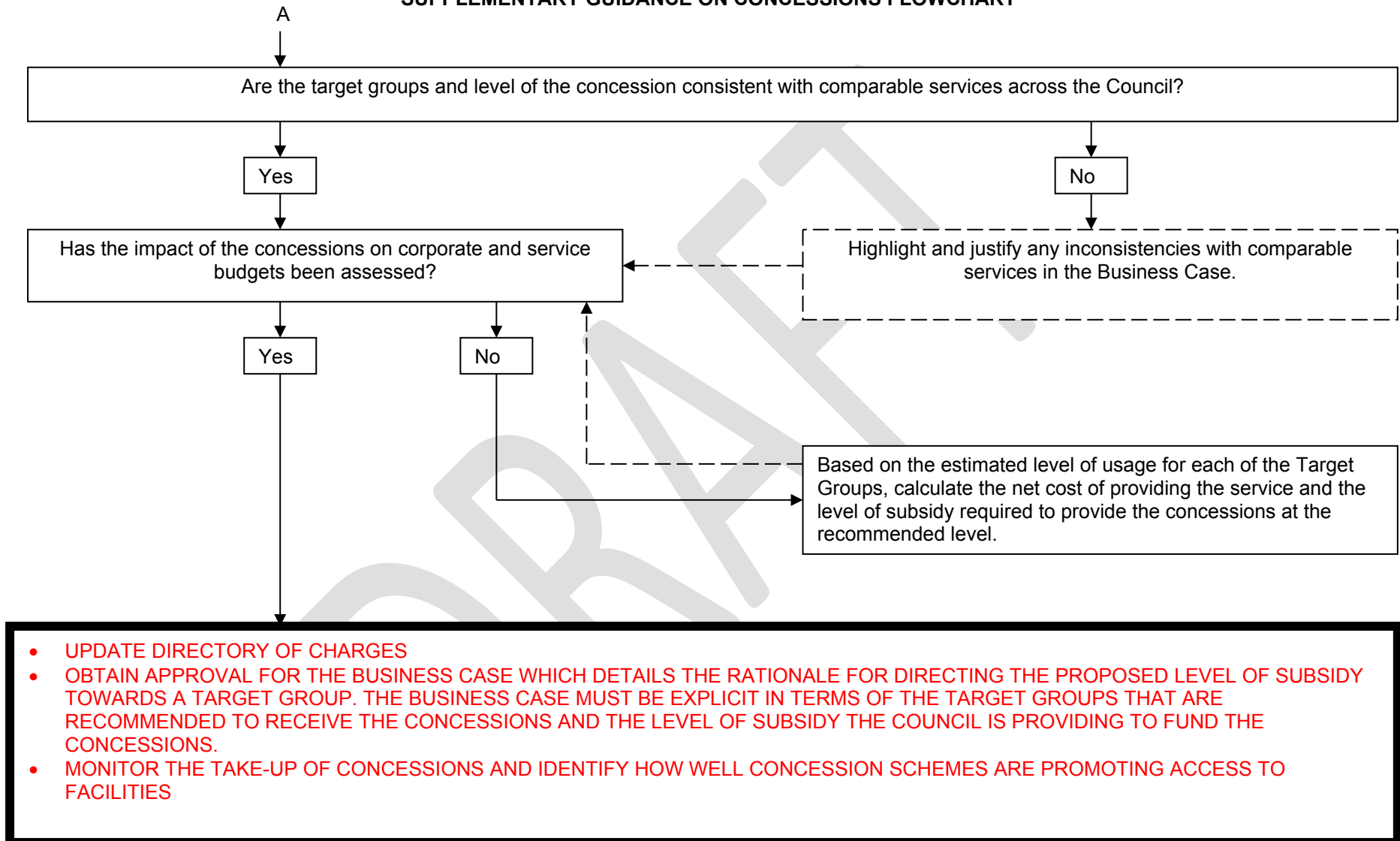
**FEES AND CHARGES BEST PRACTICE GUIDANCE APPENDIX 3**

**SUPPLEMENTARY GUIDANCE ON CONCESSIONS FLOWCHART**



**FEES AND CHARGES BEST PRACTICE GUIDANCE APPENDIX 3**

**SUPPLEMENTARY GUIDANCE ON CONCESSIONS FLOWCHART**



- UPDATE DIRECTORY OF CHARGES
- OBTAIN APPROVAL FOR THE BUSINESS CASE WHICH DETAILS THE RATIONALE FOR DIRECTING THE PROPOSED LEVEL OF SUBSIDY TOWARDS A TARGET GROUP. THE BUSINESS CASE MUST BE EXPLICIT IN TERMS OF THE TARGET GROUPS THAT ARE RECOMMENDED TO RECEIVE THE CONCESSIONS AND THE LEVEL OF SUBSIDY THE COUNCIL IS PROVIDING TO FUND THE CONCESSIONS.
- MONITOR THE TAKE-UP OF CONCESSIONS AND IDENTIFY HOW WELL CONCESSION SCHEMES ARE PROMOTING ACCESS TO FACILITIES