



**Hinckley & Bosworth
Borough Council**

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

Finance and Performance Scrutiny 1 February 2018

Council 22 February 2018

WARDS AFFECTED: ALL WARDS

FEES AND CHARGES 2018/2019

Report of Head of Finance (Section 151 Officer)

1. PURPOSE OF REPORT

1.1 To obtain approval of the proposed scale of Fees and Charges for 2018/2019

2. RECOMMENDATION

2.1 That Council approve the Fees and Charges book for 2018/2019

3. BACKGROUND TO THE REPORT

3.1 The Council charges for a number of services that are provided to the public

3.2 The Council generates income of circa £5.8million from these sources annually

Charging Strategy

3.3 Whilst a dedicated charging strategy is not in place, a number of principles are followed when considering fees and charges. In general terms, all applicable services should be charged for unless there is a valid reason for an exception to be made. These exemptions include, but are not limited to:

- Instances where the administrative cost of levying and recovering the charge would outweigh any potential income
- Where policy has been passed to fund the service from Council Tax or other dedicated funding streams (e.g. grants)
- Circumstances where charging would significantly deter demand
- Where statute dictates that charges cannot be made

- 3.4 When setting scales of charges, the following factors are taken into consideration:
- Statutory obligations
 - Inflation and relevant indices
 - Local market research and competition (where relevant)
 - The impact of price changes on activity level or demand
 - Changes in taxation
 - Budget position and links to the MTFs and the Corporate Plan
 - The cost of providing the service
- 3.5 A rate comparable with Retail Price Index (RPI), which is a measure of inflation, has been used as an index where appropriate for up-rating charges from prior year. A rate of 3.90% has been used in line with the Budget Strategy for 2018/2019 which was endorsed by Executive

2018/2019 Fees and Charges

- 3.6 The Fees & Charges shows the 2017/18 and 2018/19 charges, along with the percentage increases applied. Some fees and charges, for example Fixed Penalty Notices and those under the Gambling and Licensing Acts have been set in line with relevant guidance.
- 3.7 All leisure centre charges have been set by Places For People Leisure Management Ltd who will operate the leisure centre. All charges are consistent with the contract with Places For People Leisure Management Ltd.
- 3.8 In the majority of cases where discretionary charges can be made, increases have been made in line with index in 3.5 (or to the nearest round number associated with this increase).
- 3.9 The major changes that have an impact on the budgets are listed below:-
- Car Parks: Major changes relating to increased car park fees are listed below:

	2017/18	2018/19	% increase
Short Stay			
Up to 1 hour	0.50	0.60	20%
Over 1 hour and up to 2 hours	1.00	1.20	20%
Over 2 hours and up to 3 hours	1.50	2.00	33.33%
Over 3 hours and up to 4 hours	2.60	3.00	15.38%
Over 4 hours	4.80	6.00	25%
Long Stay			
Up to 1 hour		0.60	New charge
Up to 2 hours		1.20	New charge
Up to 5 hours	1.30	1.60	23.07%
Over 5 hours	2.40	2.50	4.17%

- Refuse Bulky Collections: a new charge has been introduced for smaller collections to assist in the reduction of fly tipping. These charges are summarised below:-

		2018/19
Refuse Collection		
White goods/bulky item collection - 3 items or less	<i>50% reduction available for those on benefit</i>	15.00
White goods/bulky item collection - 5 items	<i>50% reduction available for those on benefit</i>	25.00
Each additional white goods/bulky item above 5 items		£6.00 per item

- Clean Neighbourhood Fixed Penalty Notices: Increase of 60% charge relating to Fly Tipping.
- Town & Planning Fees (Town & Country Planning Fees Applications – (See Below)
- Standard Increase of 20% set in compliance with 2017 statutory regulations & guidelines, and local government settlement (December 2017)

4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

4.1 Report to be taken in open session

5. FINANCIAL IMPLICATIONS [IB]

5.1 For 2018/19 additional income of £293,200 has been allowed for within the general fund budget. The breakdown is summarised in the table below:-

2018/19 Impact	
Additional income from parking fees	(£89,000)
Additional income from planning fees	(173,000)
Loss of income - new lower charge for smaller bulky collections	£31,200
Net Additional Income	£293,200

6. LEGAL IMPLICATIONS [AR]

- 6.1 The council's powers to charge can arise from mandatory powers, express discretionary powers or implied or incidental powers
- 6.2 Mandatory powers are set out in the functional legislation such as the power to charge for planning applications set out in the Town and Country Planning Act 1990.
- 6.3 Section 93 Local Government Act 2003 gives the Council power to charge for discretionary services, but not in cases where there is already power to charge under other legislation eg power to charge for the use of a swimming pool pursuant to the Local Government Miscellaneous Provisions Act 1976
- 6.4 The power to charge under Section 93 can only be used for services which the Council is empowered to provide

6.5 The Section 93 power is not intended to provide a new income stream; its aim is to allow the Council to recover the costs of providing services, and there is a general duty on the Council to secure that, from one year to the next, the income from charges for services does not exceed the costs of provision

7. CORPORATE PLAN IMPLICATIONS

7.1 The budget will have an indirect impact on all other Corporate Plan targets

8. CONSULTATION

8.1 All budget holders, Corporate Operations Board and the Strategic Leadership Board have been consulted throughout the budget setting process

9. RISK IMPLICATIONS

9.1 It is the Council’s policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer’s opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

9.3 The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
That the Council has insufficient resources to meet its aspirations and cannot set a balanced budget	A budget strategy is produced to ensure that the objectives of the budget exercise are known throughout the organisation. The budget is scrutinised on an ongoing basis to ensure that assumptions are robust and reflective of financial performance. Sufficient levels of reserves and balances are maintained to ensure financial resilience	J Kenny

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 The budget process will impact on all areas of the Borough and all groups within the population

10.2 Where concessions are made for certain groups for charging purposes these are detailed in the attached booklet

11. CORPORATE IMPLICATIONS

11.1 By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Procurement implications

- Human Resources implications
 - Planning implications
 - Data Protection implications
 - Voluntary Sector
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Background papers: Fees and Charges submissions
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