

Leadership Team, 9 December 2020
A7 MTFS December Update (KD05768)
Appendix 1 – Fees & Charges Schedule – Notable Exceptions

The Medium Term Financial Strategy laid out an overall increase of 2% in the Council’s fees and charges from April 2021, which was agreed by Leadership Team in November. All Fees and Charges are considered on an individual basis when considering the applicability of this policy and as a result exceptions can occur based on a number of factors including consideration of market factors such as current and projected demand for services and how this might relate to price either in isolation or vs other service providers, the cost of delivering the service which may not be directly aligned to inflation, exceptional circumstances such as the COVID-19 pandemic, and fees and charges which are set by statute and so are not influenced by Council policy. This may result in individual charges that fall above or below the recommended %inflationary increase.

Notable exceptions are listed and explained in the table below and can be referenced to the full schedule of fees and charges in Appendix 2.

Portfolio	Department	Directorate	Service Area	Notes on Proposed Exceptions
Community Safety, Culture and Leisure	Environment & Communities	Cleaner, Greener & Culture	Filming and Events	It is proposed to freeze the film location fees to encourage uptake and to freeze the administration charge for students and charities only. All other fees proposed to rise in line with inflation.
Economy, Employment and Innovation	Environment & Communities	Cleaner, Greener & Culture	Markets and Street Trading	It is proposed to freeze the unit charges for Traders Stores; at current prices the Council is already experiencing a 10% shortfall against budget.

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Community Safety, Culture and Leisure	Environment & Communities	Cleaner, Greener & Culture	Museums	<p>It is proposed to implement above inflation increases for entry tickets and guided tours at both Leighton House Museum and Sambourne House and above inflation increases for events (dinner/cocktail parties etc) to reflect the enhanced facilities that will be available following the refurbishment works. There is no proposed uplift for charges for concerts.</p> <p>It is proposed to introduce a new fee for photo shoots in Leighton House Museum.</p> <p>It is proposed to freeze charges for pre-booked tickets and Walking Tours for joint entry of both Museums to encourage uptake of this offer.</p> <p>It is proposed to make Museum entry free at both houses for school trips.</p>
Community Safety, Culture and Leisure	Environment & Communities	Cleaner, Greener & Culture	Cemeteries	<p>It is proposed to increase charges by 5% for the movement and replacement of headstones and monuments. This is to reflect the increased cost to the Council by the third party supplier who provides this service.</p> <p>All other fees proposed to rise in line with inflation.</p>
Community Safety, Culture and Leisure	Environment & Communities	Cleaner, Greener & Culture	Ecology	<p>It is proposed freeze fees for next year to encourage customers to keep making bookings.</p>
Community Safety, Culture and Leisure	Environment & Communities	Cleaner, Greener & Culture	Leisure	<p>It is proposed to remove charges for concessionary cards for residents (replaced by a free card).</p>

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Planning, Place and Environment	Environment & Communities	Cleaner, Greener & Culture	Commercial Waste	<p>It is proposed to freeze Commercial Waste charges as increasing charges would likely make the council's Commercial Waste service anti-competitive in what is already a saturated marketplace.</p> <p>With businesses struggling to keep afloat, the service is proposing this price freeze to last 12 months. At normal activity levels the Council would expect to generate around £7.2m income in Commercial Waste, therefore a 2% increase would generate an additional £144k per annum if activity levels returned to normal and prices were uplifted.</p> <p>It is proposed prices for sweeping/ gully cleansing rise in line with inflation.</p>
Planning, Place and Environment	Environment & Communities	Cleaner, Greener & Culture	Garden Waste	An increase of 4.1% is proposed. Charges were held at 2019/20 prices this year and so over a 2 year period these charges are broadly in line with the recommended inflationary uplifts.
Planning, Place and Environment	Environment & Communities	Cleaner, Greener & Culture	Street Cleansing	It is proposed to freeze prices for 'Too Big for the Bin' and other street cleansing services (removal of small items from the Highway; shopping trolleys etc).
Planning, Place and Environment	Environment & Communities	Cleaner, Greener & Culture	Street Enforcement	It is proposed to freeze Distribution Licences (newspaper/ leaflets etc) at 2020/21 prices.
Economy, Employment and Innovation	Environment & Communities	Libraries & Registrars	Libraries	<p>Following a Benchmarking exercise against other Libraries it is proposed to freeze prices for DVD rental, printing etc. This is a declining income source and prices have not been increased for a number of years.</p> <p>A review of room hire charges has led to proposals for a number of existing charges to be replaced by price banding on room hire. This has led to a mixture of reductions and increases dependent on the location and duration of booking. The greatest reduction is on full day hire of a large room in central K&C (-30.4%) and the greatest increase is in the hourly rate for a large room in outer K&C (+80%).</p>

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Community Safety, Culture and Leisure	Environment & Communities	Libraries & Registrars	Registrars	<p>Fees are agreed a year in advance to accommodate advanced bookings and therefore 2021/22 fees have already been set.</p> <p>However, new fees for luxury face coverings to be purchased for ceremony attendees, and the introduction of a website advertising package fee have been introduced</p> <p>In setting the fees for 2022/23, an extension of the differential charges is proposed, with charges varying depending on the day of the week and the season.</p> <p>No uplift is planned for the Mayor's Parlour for 2022/23 with the aim of increasing uptake of bookings for this venue.</p>
Planning, Place and Environment	Environment & Communities	Parking	Parking	<p>Parking policy mandates that the majority of charges must be uplifted by specific indices rather than the recommended rate outlined in the MTFs. Parking permits, car club permits and antique dealer/ doctor's bay permits are proposed to increase in line with the September RPI index of 1.1% alongside the associated administration charges. The reported uplift differs somewhat from this in a number of cases due to the rounding convention of the services (e.g. rounding charges to the nearest 10p, 50p or £1 etc.)</p> <p>It is proposed to reduce antique dealer permit renewals by 25% for 2021/22 to support businesses facing financial hardship.</p> <p>A new charging structure is proposed for Resident's Parking Permits based on CO2 emissions. This is being progressed via a separate Key Decision Report following a consultation exercise.</p>

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Planning, Place and Environment	Environment & Communities	Planning	Planning	<p>There is no proposed uplift to Building Control hourly rates for Section 30 charges and Demolition Notices which were introduced this year.</p> <p>All other charges are either statutory or proposed to increase in line with inflation.</p>
Planning, Place and Environment	Environment & Communities	Public Protection	Food Hygiene Training	<p>This service is under review.</p> <p>Uptake has been low for a number of years and therefore a freeze on charges is proposed.</p>
Planning, Place and Environment	Environment & Communities	Public Protection	Trading Standards	<p>Legislation states a “reasonable fee for a registration under this section, calculated by reference to the cost of dealing with applications for such registration” can be made. The 2020/21 charge still covers officer costs so no uplift is proposed.</p>
Planning, Place and Environment	Environment & Communities	Public Protection	Private Sector Housing	<p>No uplift proposed for the HMO Licensing set-up costs as the current charge covers costs.</p>
Planning, Place and Environment	Environment & Communities	Transport & Highways	Highways	<p>It is proposed to increase the cost of Tables and Chairs licensing from £19 to £20 per chair following a price freeze since 2018. The cumulative inflationary increase of 5.3% represents a lower uplift than if prices had been increased in line with inflation year on year.</p> <p>A new Pavement Licence fee introduced this year is to be included as licences are valid until September 2021. The £100 charge includes the costs of any suspensions required.</p> <p>There is no proposed uplift on the cost of creating a diplomatic parking bay. In line with previous years, this charge has been agreed with the Foreign and Commonwealth Office.</p>

Portfolio	Department	Directorate	Service Area	Notes on Proposed Exceptions
Resources and Customer Delivery	Resources	Legal and Governance Services	Legal Services	<p>The proposals result in a reduction in fees charged by Legal Services and dependent on activity will result in reduction of in-year surplus but will not have an adverse impact on the overall Legal Services budget. A recent benchmarking exercise has shown that Legal hourly rates are the highest in London. In some cases this is by a large amount.</p> <p>Following the introduction of a new Case Management System in Autumn 2018 and a training programme with fee earners Legal Services are now completing matters more quickly. Increases would risk over-recovery on matters.</p>
Resources and Customer Delivery	Customer Services	Conference and Events	Conference and Events	<p>A review of venue hire charges and recent demand has led to a mixture of increases above and below inflation and some freezes. However, these average in line with inflation across the service.</p>