

FEES AND CHARGES 2020/21

Head of Service/Contact:	Lee Duffy, Chief Finance Officer
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Annexes/Appendices (attached):	Annex 1 - Committee Fees & Charges 2020/21 Annex 2 - Car Park Fees & Charges agreed on 22 October 2019 Annex 3 – Building Control Fees 2020/21 Annex 4 - Trade Refuse & Recycling Charges 2020/21 (exempt from publication) Annex 5 – Princess Balustrades image
Other available papers (not attached):	Revenue Budget Report 2020/21 – on this agenda Report and Minutes of Environment & Safe Communities Committee 22 October 2019 (Car Parking Fees & Charges 2020/21)

Report summary

This report recommends fees and charges for which this Committee is responsible, with the new charges being effective from 1 April 2019.

Recommendation (s)

That subject to the approval of Council, the Committee:

- (1) Agrees the fees and charges for 2020/21 as set out at Annexes 1, 3 and 4;**
- (2) Notes the parking fees and charges agreed by this Committee on 22 October 2019 as set out in Annex 2.**
- (3) Notes the report on this agenda confirming the outcome of the car park fees and charges consultation and the proposed decision to amend the Rainbow Centre charge at Hook Road car park.**

Environment and Safe Communities Committee

28 January 2020

1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy

- 1.1 The new Medium Term Financial Strategy aims to maintain the financial health of the Council whilst delivering the priorities in the Corporate Plan.

2 Background

- 2.1 The Council will meet to agree the budget, including estimates of income and expenditure, on 13 February 2020. To enable the budget to be finalised, the Policy Committees are being asked to recommend fees and charges covering the services for which they are responsible.
- 2.2 The fees and charges presented in this report are discretionary charges only. For discretionary charges there is scope to generate additional income, to reduce the subsidy of the service or to contribute to an improved budget position.
- 2.3 There are a number of charges that are set externally of which the Council has no control or power to alter. This restricts the Council's ability to raise additional income and therefore the fees and charges set by statute are not presented to this Committee for approval.
- 2.4 The budget guidelines agreed by Strategy and Resources included an overall increase in revenue from discretionary fees and charges of 3%. The guidelines also anticipate that additional income may be generated to contribute to the required savings target.
- 2.5 In January 2019, the Committee agreed not to raise car parking fees in April, but to implement a 6% increase the following year instead. Therefore the budget target for additional income for this Committee has been set with the assumption that car park fees will be increased by 6%. Car park permit charges did increase in April 2019, therefore the target increase for those remains at 3% for 2020/21.
- 2.6 When preparing estimates, fees and charges have been reviewed by service managers and any negative impact on demand anticipated by increased charges has been considered.
- 2.7 Members should refer to the revenue budget report on this agenda for an overview of the Committee's budget position.
- 2.8 In January 2018 the Committee confirmed that the Chief Finance Officer should have delegated authority to vary fees and charges for items generating income under £1,000 per annum and be permitted to set charges for one off services or items not included in the fees and charges schedule under delegated authority.

Environment and Safe Communities Committee 28 January 2020

3 Proposals

- 3.1 The proposed fees and charges for 2020/21 are set out at Annexes 1 – 4 to this report. The main variations in fees and charges for each service area outside the range of an increase between 3% to 5% are set out below:

3.1.1 Car Parks

A separate report was submitted to Environment and Safe Communities Committee on 22 October 2019 seeking agreement for car park fees and permits increases and some alterations to the current charging schedules. The proposed increases were agreed and are detailed in Annex 2. The proposed alterations were subject to a public consultation, the results of which are detailed within a separate report on the same agenda. The report recommends that the alterations proceed as suggested with the exception of the Rainbow Centre user rate at Hook Road for which 2-hour and 3-hour rates are proposed.

3.1.2 Development Control

In 2019/20, pre-application fees were rationalised and brought in line with London Authorities bordering the borough, reflecting the service level and officer time involved. As the service develops it is proposed not to increase the fees at this time, but to focus on increasing the volume of pre-applications undertaken. A similar approach has been taken with planning performance agreements.

The cost of Hedgerow Complaints has increased by 31% to bring the charge in line with other local boroughs and to reflect more accurately the cost of delivering the service.

3.1.3 Cemeteries

Cemetery fees for residents have been increased in line with the 3% target, but the increases for non-resident fees, which are roughly twice those of resident fees, have been restricted to a lower increase to prevent a drop in demand caused by cost prohibitive fees.

There has been a national increase in the demand for facilities for cremated remains, as cremation now accounts for 80% of all funerals taking place in England and Wales. Our Garden of Remembrance has been meeting the need for burial of cremated remains, however, it does not appeal to all of the families wishing to bring their loved one's remains to Epsom Cemetery. Consequently it is important to offer an alternative option to meet this increased demand and to sustain income from the cemetery.

Environment and Safe Communities Committee 28 January 2020

The Service is therefore proposing to introduce a new option for the disposal of cremated remains. Princess Balustrades offer an innovative and attractive method to securely house two sets of cremated remains in above ground chamber with a memorial plaque built into a stone balustrade as illustrated in annex 5. The proposed new charges are detailed within Annex 1.

3.1.4 Environmental Health and Licensing

The fees for pest control and stray dogs have not increased as these are linked to the cost of the service delivered by a third party and an increase would make the service uncompetitive.

Premises licenses for premises have are set nationally and therefore are held at the current rate.

4 Financial and Manpower Implications

4.1 The impact of the proposed fees and charges for services in 2020/21 is set out below.

	Increase in income budget target £'000	Total increase or (decrease) due to changes to tariffs £'000	Variations resulting from changes to volumes	Variation between target and total change £'000
Car Parks	221	240	0	19
Refuse Collection	38	38	12	12
Markets	3	0	0	-3
Building Control	9	9	0	0
Development Control	3	3	25	25
Cemetery	14	14	0	0
Licensing & Environmental Health	7	7	5	5
Total	295	311	42	58

Environment and Safe Communities Committee

28 January 2020

- 4.2 The charges proposed will generate an additional estimated income of £353k. This has been taken into account in the budget to be presented to the Council next month.
- 4.3 The change of charges and volumes have resulted in the Environment and Safe Communities Committee being £58,000 favourable to the targeted budgeted income from fees and charges for 2020/21. The increase for the marketplace income has been put on hold this year until the improvement works have concluded. Favourable increases have been budgeted for car parks, which didn't increase fees for 2019/20; refuse collection, for which volumes are expected to increase as a result of improved payment monitoring systems and the success of Business Bins; and development control seeing improved numbers of planning pre-applications.
- 4.4 The revised level of income has been included in the medium term financial strategy to help towards a balanced budget over the 4 year period. A detailed breakdown of the 2020/21 budget can be found in the budget report included on this agenda.
- 4.5 **Chief Finance Officer's comments:** all financial implications are included within this report.

5 Legal Implications (including implications for matters relating to equality)

- 5.1 There are no specific issues arising from this report but the Council's resources will need to be applied to ensure that it fulfils its statutory obligations and delivers its policy on equalities.
- 5.2 **Monitoring Officer's comments: as above**

6 Sustainability Policy and Community Safety Implications

- 6.1 None for the purposes of this report.

7 Partnerships

- 7.1 None for the purposes of this report.

8 Risk Assessment

- 8.1 Income from services remains at risk due to the state of the economy. Charges have been set taking into account market conditions.
- 8.2 The continued delivery of Council services is dependent upon income generation, creating a risk to service delivery if charges are not set at levels that make a significant contribution to the Council's finances.

Environment and Safe Communities
Committee
28 January 2020

9 Conclusion and Recommendations

- 9.1 This report proposes new fees and charges for services with effect from 1 April 2020.
- 9.2 The impact of changes in fees and charges has been estimated and incorporated in the Committee's budget estimates 2020/21. If lower charges are agreed the Committee will be required to identify cost savings to enable the Council to meet its overall budget target.

Ward(s) affected: (All Wards);