

FEES AND CHARGES -RECOMMENDED FEE INCREASES FOR 2017/18 APPENDIX E													
Service	Fees and Charges for 2017/18	2016/17 Price £	2017/18 Price £	Increase £	% Increase	Total Budget 2016/17 £	Income changes previously reported	Income (Reduction) / Increase	Total Budget 2017/18 £	Fee Principles Applied (Y/N)	Options considered/Rationale	Benchmarking Information	Date of Price Increase
<b>Car Parks:</b>													
<b>New Town:</b>													
<b>Short Stay</b>	Mon-Saturday up to 1 hour	£1.60	£1.60	£0.00	0.00%					Y	<p>The British Retail Federation has nationally reported a reduction in retail activity by shoppers in Town Centres. Confidential information from the Westgate Centre is negative, showing reduced footfall. It was felt that the Short Stay tariff should be frozen in the first stay band. Railway parking continues to be popular despite the premium price and attracting occupants. Future improvements to the train station/platforms should ensure this continues. Future regen and the impact on car park spaces will need to be balanced with the demand for railway parking.</p> <p>Proposals are:</p> <ul style="list-style-type: none"> <li>- maintain short-stay tariff in first band (up to 1 hr)</li> <li>- 10p increase on 2 hour band</li> <li>- increase Sunday and night parking by 30p</li> <li>- note income from night-time parking arrangements with local hotels (see below)</li> <li>- increases to weekend railway parking tariffs</li> </ul> <p>Note that potential increases may attract some level of opposition should the national economic - and retail - position worsen.</p> <p>The Executive agreed in November to reduce the Saturday parking from £7.00 proposed to £6.50 per hour.</p>	<p>The pricing comparisons are based on current prices and do not reflect any increases in the new year. Welwyn, Bedford, and North Herts short stay charges vary between £1.30 and £2.50 for the first hour and two hour fees. St Albans charge £2.80 up to 2 hrs. and Welwyn 1.50 up to 2 hrs. (there is no 1hr fee) Town Centre Parking 'Long Stay' varies from £5.50 to £8.00 in Bedford depending on distance from the centre. The fees are £4.00 in NHDC £5.00 in St Albans and £8.00 in Milton Keynes. Currently there is healthy demand for long stay parking driven by new residences and greater demand from construction workers. It was felt that this area was capable of sustaining an increase.</p>	01 January 2017
	Mon-Saturday up to 2 hours	£2.10	£2.20	£0.10	4.76%			£20,900		Y			
	Mon-Saturday up to 5 hours	£3.00	£3.00	£0.00	0.00%					Y			
	Sunday	£1.70	£2.00	£0.30	17.65%			£1,890		Y			
	Night Parking 7pm to 7am	£1.70	£2.00	£0.30	17.65%			£3,790		Y			
<b>Long stay</b>	Mon-Sat before 8.30am	£7.00	£7.00	£0.00	0.00%					Y			
	Mon -Sat 8.30am to 7pm	£4.20	£4.40	£0.20	4.76%			£24,550		Y			
	Sunday	£1.70	£2.00	£0.30	17.65%			£2,590		Y			
<b>Railways</b>	Night Parking 7pm to 7am	£1.70	£2.00	£0.30	17.65%			£5,180		Y			
	Mon-Fri 4am to 4am	£7.00	£7.00	£0.00	0.00%					Y			
	Saturday	£5.50	£6.50	£1.00	18.18%			£8,060		Y			
<b>Season Tickets</b>	Sunday	£5.50	£6.00	£0.50	9.09%			£3,300		Y			
	New Town (price per month)	£75.60	£79.20	£3.60	4.76%			£12,240		Y			
	Rail (price per month)	£130.00	£130.00	£0.00	0.00%					Y			
<b>New Town Total</b>						<b>£3,324,360</b>		<b>£82,500</b>	<b>£3,406,860</b>	Y			
<b>Old Town:</b>													
<b>Primett Rd North</b>	Mon-Sat 0600-1600hrs: up to 1hr	£0.90	£0.90	£0.00	0.00%					Y	<p>Old Town prices were increased last year. Another increase was felt to be unsustainable at this point in time. A consultation has taken place in the Old Town regarding parking and it is recommended the findings of this are analysed and options considered before any changes to parking charging to be considered.</p>		01 January 2017
	up to 2hrs	£1.40	£1.40	£0.00	0.00%					Y			
	up to 3hrs	£1.70	£1.70	£0.00	0.00%					Y			
	Up to 5 hrs	£5.00	£5.00	£0.00	0.00%					Y			
	Over 5 hrs	£7.00	£7.00	£0.00	0.00%					Y			
<b>Primett Rd South</b>	Mon-Fri (Long Stay fees apply)									Y			
	0600-1600hrs	£2.60	£2.60	£0.00	0.00%					Y			
	1600-0600hrs	£0.30	£0.30	£0.00	0.00%					Y			
	Sat 0600-1600 (Short Stay Fees Apply)									Y			
	up to 1 hr	£0.90	£0.90	£0.00	0.00%					Y			
<b>Church Lane North</b>	up to 2 hrs	£1.40	£1.40	£0.00	0.00%					Y			
	up to 3 hrs	£1.70	£1.70	£0.00	0.00%					Y			
	More than 3 hrs	£2.40	£2.40	£0.00	0.00%					Y			
	Sat 1600-Mon 0600hrs	£0.30	£0.30	£0.00	0.00%					Y			
	Mon-Sat 0600-1600hrs									Y			
<b>Season Tickets</b>	>1hr	£0.90	£0.90	£0.00	0.00%					Y			
	>2hrs	£1.40	£1.40	£0.00	0.00%					Y			
	>3hrs	£1.70	£1.70	£0.00	0.00%					Y			
	3hrs>	£2.40	£2.40	£0.00	0.00%					Y			
	Evenings (1600 - 0600 hours)	£0.30	£0.30	£0.00	0.00%					Y			
	Sat 1600-Mon 0600hrs	Free	Free	Free						Y			
	Old Town (price per month)	£43.50	£43.50	£0.00	0.00%					Y			
<b>Old Town Total</b>						<b>£147,440</b>	<b>£0</b>	<b>£0</b>	<b>£147,440</b>	Y			
<b>Car Parks:</b>	<b>Business Tokens/ Commercial Income</b>	various	various			£128,910	£0	£6,090	£135,000	Y	Income from "Business Validations" (Hotels, Mecca Bingo, SLL, Waitrose); increase in income from last due mainly due to "new validations" (SLL Gym)		
<b>Loss of income due to price increase</b>					7.50%			-£6,640	-£6,640	Y	Assume 7.5% attrition rate; above inflation increases, pressures on income levels due to recent retail closures; previous years' analysis suggests a higher attrition rate is prudent.		
<b>TOTAL "All Off Street Car Parks"</b>						<b>£3,600,710</b>	<b>£0</b>	<b>£81,950</b>	<b>£3,682,660</b>	Y			

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<b>On Street Parking</b>	(limited selection of tariffs shown below)												
<b>Town Centre</b>	up to 30 mins	£0.50	<b>£0.50</b>			£40,660	£32,030	£2,310	£75,000	Y	New bays are being installed (75). Restriction on 30 min max stay is being lifted. New income of £35k expected to be raised in addition to existing £40k budget. (£32k already reported in July Exec)	A new on-site parking fee regime to start in Jan 2017 was approved by Exec in July 2016 as part of the E-Car Club report. As such no further changes are proposed	01 January 2017
	up to 1 hr	n/a	<b>£1.60</b>							Y			
	up to 4 hrs	n/a	<b>£3.80</b>							Y			
	up to 6 hrs	n/a	<b>£7.00</b>							Y			
	up to 1 hr £1; up to 2 hrs £1.50 up to 3 hrs (max stay) : £2	n/a	<b>various</b>			£57,600	£57,600	£0	£115,200	Y			
<b>Corey's Mill Lane</b>											Figure in col J = Working budget for 16/17 (6 months budget only, based on expected implementation of Oct 2016). Fig in Col M represents full 12 month's budget. Machines were operational (at Corey's Mill) from early September 2016 with fees as shown in Col B. These fees will continue from 1st Jan 2017 (there will be no increase imposed). Very initial income from the machines would indicate that the full year budget of £115,200 for 2017/18 should be achieved/if not exceeded.		
<b>On Street Parking Total</b>						<b>£98,260</b>	<b>£89,630</b>	<b>£2,310</b>	<b>£190,200</b>	Y			
<b>Garages:</b>	Standard Garage (Category A)	£10.01	<b>£10.35</b>	£0.34	3.38%					Y	2017/18 increase will be based on 2% plus additional increases indicated by the ten year Garage Business plan. Average overall increase will be around 3.15%. The Garage Business Plan had built in above-inflation increases of: <b>2017/18: 1.27%; 2018/19: 0.46%; 2019/20: 1.31%</b> . Expected fees for future years (based on 2% inflationary increase) are: <b>Standard (Category A): 2018/19: £10.60 2019/20: £10.95</b> <b>Cat B: 2018/19: £10.50 2019/20: £10.75</b> <b>Road Facing Garages: 2018/19: £11.35 2019/20: £11.75</b> There continues to be strong demand for garages, supported by the business plan to invest and improve in future years.	Based on 2% plus Garage Business Plan guidance.	01 April 2017 (In line with Housing rent increases)
	Standard Garage (Category B)	£10.01	<b>£10.25</b>	£0.24	2.38%					Y			
	Standard Garage (Category C)	£10.01	<b>£10.15</b>	£0.14	1.38%					Y			
	Road Facing Garages	£10.61	<b>£11.10</b>	£0.49	4.62%	£2,922,010	£33,446	£77,234	£3,032,690	Y			
<b>Garages Total</b>						<b>£2,922,010</b>	<b>£33,446</b>	<b>£77,234</b>	<b>£3,032,690</b>	Y			
<b>Markets:</b>						£436,380		£5,040	£441,420	Y	1.2% across the board rent increase proposed. This would increase weekly rents by around 80p-£1.30 on the vast majority of stalls within the market. Moving forward discussions are underway with the MTA to consider how they can attract new market traders. The MTA have also requested a potential pilot of new MSCP charge of 50p for 30minutes to attract new footfall. Footfall figures from the market show decreases year on year.	A new market strategy is being worked on, which includes keeping the rent increase to 1.2%, but also looking at other arrangements in order to maintain lettings at reasonable levels.	01 January 2017
<b>Markets Total</b>						<b>£436,380</b>	<b>£0</b>	<b>£5,040</b>	<b>£441,420</b>	Y	There is likely to be a "pressure" on this budget for 17/18 budget setting of around £20k (£16k pressure to be reported in year for Q1 and Q2 monitoring). Market Manager believes max income outturn for 16/17 is around £418k.		
<b>Bulky Waste:</b>	6 Items	£60.00	<b>£63.00</b>	£3.00	5.00%	£93,000		£4,185	£97,185	Y	Higher increase to cost to offset increase in disposal fees.	Latest as at 2016/17 - Benchmarked against other Local Authorities. North Herts. £75.10, Watford £58, Broxbourne £67 and Dacorum £50 for 6 items. Cancellation fee to be keep increased.	01 January 2017
	Cancellation Fee	£9.00	<b>£10.00</b>	£1.00	11.11%					Y			
<b>Bulky Waste Total</b>						<b>£93,000</b>	<b>£0</b>	<b>£4,185</b>	<b>£97,190</b>	Y			
<b>Cemeteries:</b>	2.5% increase on the budget recommended by officer.				<b>2.50%</b>	£182,200		£4,327	£186,530	Y	A 2.5% increase is proposed across all cemetery functions that are being offered.	Benchmarked against other Local Authorities. Watford single burial cost £455. SBC Single burial interment will be £395.65. SBC Grant of Rights will be £505.48. St Albans £552.	01 January 2017
<b>Cemeteries Total</b>						<b>£182,200</b>	<b>£0</b>	<b>£4,327</b>	<b>£186,530</b>	Y			
<b>Parks and Open Spaces:</b>	2.5% increase on the budget recommended by officers	various	<b>various</b>	various	<b>2.50%</b>	£116,410		£2,765	£119,170	Y	Proposed increase of 2.5% across all functions. Note separate update on concessions policy for current VCS users of pavilions.		01 January 2017
<b>Parks and Open Spaces Total</b>						<b>£116,410</b>	<b>£0</b>	<b>£2,765</b>	<b>£119,170</b>	Y			
<b>Allotments:</b>	Price per rod	£8.50	<b>£8.50</b>	£0.00	0.00%					Y	After taking into consideration benchmarking no increase is proposed. • <b>Concessions Policy:</b> over 50% of plot holders are currently 65+. Many of these plot holders have previously been entitled to a 50% concession, but following the introduction of the new Concessions Policy will not be entitled to any concession in future. We have received complaints about this already, and there has been a suggestion that a number of plot holders may have to give up their plots entirely if they can no longer afford the cost. If we are able to maintain the rent charges at their current level for a year there is a better chance that longer term plot holders will stay on. • <b>Goodwill Gesture:</b> we continue to work closely with SGAA in the management of allotments, and hope to encourage and support them in taking on more maintenance responsibility in future to alleviate the requirement on the Council. An increase in 2017 would generate a small additional income, which would be a small amount to the Council, but a big statement to plot holders if we forgo this amount for a year.	For this year, it is proposed that allotment rents are not increased in 2017, for the following reasons: <b>Previous Increases:</b> allotment charges have increased by around 10% every year for a number of years. These increases were intended to help raise the level of income associated with the allotment service, but the increase has been well over the inflation rate. <b>Benchmarking:</b> Stevenage has gone from having one of the cheapest allotment rents in Hertfordshire to now having the third highest.	01 January 2017
	5 Rod allotment	£42.50	<b>£42.50</b>	£0.00	0.00%					Y			
	10 Rod allotment	£85.00	<b>£85.00</b>	£0.00	0.00%	£23,120			£23,120	Y			
<b>Allotments Total</b>						<b>£23,120</b>	<b>£0</b>	<b>£0</b>	<b>£23,120</b>	Y			

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Fishing:	Adult Day Ticket	£8.00	£8.00	£0.00	0.00%	£5,000			£5,000	Y	After taking into consideration benchmarking no increase is being proposed.	Latest as at 2016/17 - Benchmarked against Stanborough Lakes, WGC. £7 per fishing rod, £5 for juniors, but also required to pay for car parking at site. No increase as higher than Stanborough Lakes WGC	01 January 2017
	Junior Day Ticket	£6.00	£6.00	£0.00	0.00%					Y			
	Night Fishing	£18.00	£18.00	£0.00	0.00%					Y			
	<b>Average of above</b>	£10.67	£10.67	£0.00	0.00%					Y			
Fishing:						£5,000	£0	£0	£5,000	Y			
Planning:	<b>Major development</b>					£35,500			£35,500	Y	This was a new charge introduced for 2011/12. The fees were increased in 2013/14 and demand for the service has fallen. NO increase was made in 2014/15. The three year average income taken has been £16,000 approximately. Demand is picking up and a new higher rate of £3,000 per 100 units is being introduced to capture the costs of large pre-app sites. Expected budget for 2016/17 of £35,000.	Latest as to date 2015/16 - NHDC large scale complex developments are £3,000 and other large developments £1,500. East Herts charge £1000 to £1500 for major applications and £410 to £615 minor proposals. Welwyn charge between £945 to £3435 for majors and between £456 to £1638 for minor apps depending on the no. of dwellings. All are reviewing their charges and St Albans is likely to follow us. SBC's new charges went live in Jan 2016 and the market has tolerated them, given the previous sizeable increase it is proposed to increase the fees 5% every other (Jan 18/20/22) year subject to market conditions.	01 January 2017
	100+ residential units, 6000+sqm of commercial /change of use or where the site is 3ha+ PER 100 units /6000sqm/3ha or part of.	£3,000.00	£3,000.00	£0.00	0.00%					Y			
	25-99 residential units, 2001-5999sqm of commercial /change of use or where the site is 1ha-3ha.	£3,000.00	£3,000.00	£0.00	0.00%					Y			
	Development requiring an EIA if not within the above categories	£2,500.00	£2,500.00	£0.00	0.00%					Y			
	<b>Other Major Developments</b>									Y			
	Provision of 10-24 dwellings or where the site is between 0.5ha and 1ha.	£1,500.00	£1,500.00	£0.00	0.00%					Y			
	Change of use or provision of 1001sqm - 2000sqm of commercial floor space or on a site with an area exceeding 1ha.	£1,500.00	£1,500.00	£0.00	0.00%					Y			
	<b>Minor Development</b>									Y			
	Single dwelling/replacement dwelling	£150.00	£150.00	£0.00	0.00%					Y			
	2-5 dwellings	£300.00	£300.00	£0.00	0.00%					Y			
	6-9 dwellings	£840.00	£840.00	£0.00	0.00%					Y			
	Change of use of buildings/new commercial buildings with a floor space between 0-500sqm or on a site with an area up to 0.5ha.	£150.00	£150.00	£0.00	0.00%					Y			
	Change of use of buildings/new commercial buildings with a floor space between 501sqm and 1000sqm or on a site with an area between 0.5ha and 1 ha	£500.00	£500.00	£0.00	0.00%					Y			
	<b>Householder</b>									Y			
	Domestic extensions, conservatories etc. and alterations to residential properties.	£50.00	£50.00	£0.00	0.00%					Y			
	<b>Specialist Advice</b>									Y			
	Works to listed buildings. Developments affecting a conservation area	£100.00	£100.00	£0.00	0.00%					Y			
<b>Advertisements</b>					Y								
Per Site	£50.00	£50.00	£0.00	0.00%	Y								
<b>Planning Total</b>					£35,500	£0	£0	£35,500	Y	Harmonising the rates with the other bands for this scale of development.			

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Trade Refuse:	Increase in fees to cover additional increase in disposal costs (example of pricing shown, 1100 litre bin)	£17.95	£18.65	£0.70	3.90%	£546,550		£10,657	£557,210	Y	Higher increase to offset any increase in disposal and gate fees. This operational area will be highlighted as an area for the Council's new Commercial Manager to focus upon.	Latest as at 2016/17 - Benchmarked against other local providers (1100 bin). Biffa £19.00 and Veolia £17.50.	01 January 2017
Clinical Waste:	Increase in fees to cover additional increase in disposal costs example of pricing shown (Clinical box )	£10.10	£10.50	£0.40	3.96%	£54,010		£1,070	£55,080	Y	Higher increase to offset any increase in disposal and gate fees. This operational area will be highlighted as an area for the Council's new Commercial Manager to focus upon.	Latest as at 2016/17 - Benchmarked against SRCL.	01 January 2017
Skips:	Increase in fees to cover additional increase in disposal costs (example of pricing shown 6yard skip)	£240.00	£249.60	£9.60	4.00%	£190,660		£3,813	£194,470	Y	Higher increase to offset any increase in disposal and gate fees. This operational area will be highlighted as an area for the Council's new Commercial Manager to focus upon.	Latest as at 2016/17 - Benchmarked against other providers such as Stevenage Skip Hire £235.	01 January 2017
Transfer Station:	Increase in fees to cover additional increase in disposal costs example of pricing shown, medium panel van)	£166.45	£173.10	£6.65	4.00%	£64,830		£1,295	£66,130	Y	Higher increase to offset any increase in disposal and gate fees. This operational area will be highlighted as an area for the Council's new Commercial Manager to focus upon.	Latest as at 2016/17 - Benchmarked against a Transfer Station for Mixed non-hazardous waste £178.	01 January 2017
<b>Increase disposal cost of waste for Trade, Clinical, Skips and Transfer Station:</b>											Projected Trade Waste Recharges (Disposal costs) of 2% are indicative percentage received from HCC for the purposes of providing an approximate level of charge.		01 January 2017
						-£365,510		-£7,310	-£372,820	Y			
Hackney Carriages:						£23,500		£0	£23,500	Y	Current charges were set in 2014 and are due for review. This has been deferred to 2017 to allow for changes in legislation and in service delivery to take effect. Any subsequent amendments to charges cannot be increased without consultation and approval by General Purposes Committee.	Not applicable, cost recovery only.	01 January 2017
Environmental Health & Licensing:	Animal Control	various	various	tbc	tbc	£13,470		£0	£13,470	Y	Pest Control is currently "outsourced". It may be brought back in house when the new contract is re-tendered. However, at the moment, the fees are kept by the external company, and are therefore not included as part of this Fees & Charges sheet anymore. There is increasing resistance to the amount of fees charged to return stray dogs. There has been a 12% drop in the number of dogs being returned to their owner which is likely to be linked to the fees being charged. This is likely to escalate in 2017 when the concessionary charge increases to 75%. It is proposed that the kennelling charge be reduced to £15 per night in line with other authorities. It is also proposed that the administration charge be reduced by 50% if the dog is microchipped and tagged, as required by legislation, as this allows the dog to be returned more quickly. The overall impact of the changes is expected to be broadly neutral with reduced income in individual cases being offset by less dogs being unclaimed.	Pest control & stray dog charges benchmarked against other local authorities.	01 January 2017
Environmental Health & Licensing:	Housing Act 2004					£9,970		£1,440	£11,410	Y	It is proposed that the charge for the processing and issuing of Houses in Multiple Occupation (HMO) licences and the service of Housing Act notices be increased to reflect the time spent by officers on these activities. An additional charge is proposed for cases where a licence is only applied for after local authority intervention.	Not applicable, cost recovery only.	01 January 2017
	Licence for Houses in Multiple Occupation (HMO)	£623.00	£696.00	£73.00	11.72%								
	Service of Housing Act Notices	£347.00	£372.00	£25.00	7.20%								
Environmental Health & Licensing:	Food Premises	various	various	tbc	tbc	£10,590		£200	£10,790	Y	Non statutory function allows for income maximisation. There is, currently, no ability to charge for the inspection of food premises.		01 January 2017
	Destruction Certificate	£120.00	£125.00	£5.00	4.17%								
	Health Certificate	£100.00	£102.00	£2.00	2.00%								
Environmental Health & Licensing:	Licensing including, Acupuncture, sex establishments, street trading etc.	various	various		2.00%	£12,640		£250	£12,890	Y	The majority of fees are set by legislation; the remainder can only be charged at a level which recovers the cost of administration (excluding enforcement). Increased charges are proposed, where appropriate, to better reflect the actual time spent on the administration of individual licences e.g. it is proposed that animal related licences (home boarding, riding establishments etc.) are increased by between 0.3% and 4%.	Not applicable, cost recovery only.	01 January 2017
Legal	Various fees charged by the legal department	various	various	various	2.00%	£40,260		£805	£41,070	Y			01 January 2017

<b>Net Increase in Fees</b>	<b>£190,030</b>
Target (as per MTFS)	£156,431
<b>Variance</b>	<b>£33,599</b>

Where there are multiple fees in a service area, an example has been given to demonstrate the price increases