

FEES AND CHARGES -RECOMMENDED FEE INCREASES FOR 2019/20 - 2021/22 APPENDIX F

Service	Fees and Charges for 2019/20	2018/19 Price £	2019/20 Price £	Increase £	% Increase	Total Budget 2018/19 £	Income changes previously reported £	Other Changes or pressures identified (not yet reported) £	Income (Reduction) / Increase	Total Budget 2019/20 £	Fee Principles Applied (Y/N)	Options considered/Rationale	Benchmarking Information	Date of Price Increase	
Car Parks:															
New Town: Short Stay (The Forum, Marshgate, Westgate, St Georges)	7am-7pm (6am-7pm at St Georges only): Mon-Saturday up to 30 Mins (St Georges & Westgate only)	£0.50	£0.50	£0.00	0.00%							The British Retail Federation is still reporting that nationally there is a continuing reduction in retail activity by shoppers in Town Centres. The enforcement regimes imposed at ASDA and Tesco are intermittent at best and we have seen little positive improvement of short term car park usage. Railway parking continues to be popular with improvements to the train station/platforms complete and should ensure this continues once the new timetables and service delays are resolved. Future regen and the impact on car park spaces will need to be balanced with the demand for railway parking. Our minimum increase is 10p (machine acceptance).	WGC, Bedford, and North Herts short stay charges vary between £1.50 and £2.00 for the first hour and two hour fees. St Albans charge £1.70 up to 1 hr & £3.00 up to 2 hrs, and WGC £1.50 up to 2 hrs. Town Centre Parking 'Long Stay' varies from £4.00 to £8.00 in Bedford depending on distance from the centre. The fees are £5.00 in WGC, £5.00 to £10.90 in St Albans and up to £10.00 in Milton Keynes. Currently in Stevenage, there is demand for long stay parking driven by new residences and some temporary demand from construction workers. Railway Parking is charged at £8.70 in Bedford, £5.40 to £10.90 in St Albans and £10.40 in Milton Keynes. Our offer is still mid-range for the larger stations. It must be stressed that the frequency of services out of London positions Stevenage as the first choice for those returning from London.		
	Mon-Saturday up to 1 hour	£1.70	£1.70	£0.00	0.00%						Y				
	Mon-Saturday up to 2 hours	£2.30	£2.40	£0.10	4.35%				£17,800		Y				
	Mon-Saturday up to 3 hours	£3.00	£3.10	£0.10	3.33%				£7,600		Y				
	Mon-Saturday up to 5 Hours	£3.50	£3.60	£0.10	2.86%				£1,600		Y				
	Sunday	£2.00	£2.00	£0.00	0.00%						Y				
	Night Parking 7pm to 7am	£2.00	£2.00	£0.00	0.00%						Y				
Total Short Stay						£1,443,000			£27,000	£1,470,000					
Long stay Southgate and St Georges' Car Park charge the £4.50 tariff from 6am	Mon-Fri before 8.30am	£7.00	£7.30	£0.30	4.29%						Y				
	Mon-Fri 8.30am to 7pm	£4.50	£4.80	£0.30	6.67%						Y				
	Saturday 6am - 6pm	£4.50	£4.80	£0.30	6.67%						Y				
	Sunday	£2.00	£2.00	£0.00	0.00%						Y				
Total Long Stay						£716,200			£29,800	£746,000					
Railways	Mon-Fri 4am to 4am	£7.50	£8.00	£0.50	6.67%	£712,000			£40,000	£752,000	Y				
Railways	Saturday	£6.50	£6.80	£0.30	4.62%	£65,500			£2,000	£67,500	Y				
Railways	Sunday	£6.00	£6.20	£0.20	3.33%	£74,500			£2,000	£76,500	Y				
Total Railways						£852,000			£44,000	£896,000					
Season Tickets	New Town (price per month)	£80.00	£85.00	£5.00	6.25%						Y				
	Blue Badge Holders (Season Ticket, price per Annum)	£35.00	£38.00	£3.00	8.57%	£379,500			£8,500	£388,000					
	Rail (price per month)	£135.00	£142.00	£7.00	5.19%						Y				
Season Tickets SubTotal						£379,500			£8,500	£388,000					
New Town GRAND TOTAL						£3,390,700	£0	£0	£109,300	£3,500,000					
Old Town:															
Primett Rd North	Monday - Saturday 0600-1600 hours											Old Town short stay tariffs were frozen last year. An increase of 10p across all stay bands was felt to be sustainable at this point in time. The Long Stay charges have increased by 20p every year for the past three and it is felt that the increase is sustainable and maintains a similar differential to the Railways. (this car park is used by commuters)		01 January 2019	
	up to one hour	£1.00	£1.00	£0.00	0.00%						Y				
	up to two hours	£1.50	£1.50	£0.00	0.00%						Y				
	up to three hours	£1.80	£1.80	£0.00	0.00%						Y				
	More than three hours	£5.00	£5.00	£0.00	0.00%						Y				
	Primett Rd South														
	Monday-Friday														
	0600-1600hrs	£2.80	£2.80	£0.00	0.00%						Y				
	1600-0600hrs	£0.50	£0.50	£0.00	0.00%						Y				
	Saturday 0600-1600:														
up to one hour	£1.00	£1.00	£0.00	0.00%						Y					
up to two hours	£1.50	£1.50	£0.00	0.00%						Y					
up to three hours	£1.80	£1.80	£0.00	0.00%						Y					
More than three hours	£2.60	£2.60	£0.00	0.00%						Y					
Saturday 4pm-Monday 6am	£0.50	£0.50	£0.00	0.00%						Y					
Church Lane North															
Mon-Sat 0600-1600hrs															
up to one hour	£1.00	£1.00	£0.00	0.00%						Y					
up to two hours	£1.50	£1.50	£0.00	0.00%						Y					
up to three hours	£1.80	£1.80	£0.00	0.00%						Y					
More than three hours	£2.60	£2.60	£0.00	0.00%						Y					
Saturday 4pm-Monday 6am	Free	Free								Y					
Season Tickets	Old Town (price per month)	£45.00	£45.00	£0.00	0.00%						Y				
Old Town GRAND TOTAL						£175,400	£0	£0	£0	£175,400					
Car Parks:	Business Tokens/ Commercial Income	various	various			£184,000			£5,000	£189,000	Y	Income from "Business Validations" (Hotels, Mecca Bingo, SLL, Waitrose)			
Loss of income due to price increase					7.75%	-£8,000			-£10,000	-£18,000	Y	Assume 7.75% attrition rate; above inflation increases, pressures on income levels due to recent retail closures; previous years' analysis suggests a higher attrition rate is prudent.			
TOTAL "All Off Street Car Parks"						£3,742,100	£0	£0	£104,300	£3,846,400					

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Service	Fees and Charges for 2019/20	2018/19 Price £	2019/20 Price £	Increase £	% Increase	Total Budget 2018/19 £	Income changes previously reported £	Other Changes or pressures identified (not yet reported) £	Income (Reduction) / Increase	Total Budget 2019/20 £	Fee Principles Applied (Y/N)	Options considered/Rationale	Benchmarking Information	Date of Price Increase																		
On Street Parking																																
Town Centre	up to 30 mins	£0.60	£0.60	£0.00	0.00%	£126,990	£38,010		£0	£165,000	Y	Fees should be frozen for 2019/20, and only increased/reviewed every two years in order to keep the "costs of changing tariffs" down. The fees should be aligned to the fees charged in the car parks for all the tariffs up to three hours. Increasing the fees for longer stays (for on street) would help with turnover and encourage long-stays to use the car parks.		01/01/2019																		
	Up to 1 Hour	£1.70	£1.70	£0.00	0.00%						Y																					
	Up to 2 Hours	£2.50	£2.50	£0.00	0.00%						Y																					
	Up to 3 Hours	£3.20	£3.20	£0.00	0.00%						Y																					
	Up to 4 Hours	£4.00	£4.00	£0.00	0.00%						Y																					
	Up to 5 Hours	£5.00	£5.00	£0.00	0.00%						Y																					
	Over 5 hours	£9.00	£9.00	£0.00	0.00%						Y																					
Corey's Mill Lane	up to 1 hr £1.00 up to 2 hrs £1.50 up to 3 hrs (max stay) £2.00	no change	no change		0.00%	£248,000			£0	£248,000	Y	Fees should remain frozen for the foreseeable future.																				
On Street Parking Total						£374,990	£38,010	£0	£0	£413,000	Y																					
Garages: <small>Prices shown are "NET" of VAT. Housing Tenants generally do not pay VAT but other customers do pay VAT, meaning the actual weekly increase for a Category A garage would be 60p. Around 2/3rd of all customers do pay VAT.</small>	Standard Garage (Category A)	£10.80	£11.30	£0.50	4.63%	£3,214,550	£0	-£35,000	£103,450	£3,283,000	Y	Price increases proposed take into account the Garage Business Plan built-in rent increases, plus the requested inflationary increase to match RPI (approx. 3.3%). This gives the overall increases shown in income changes previously reported. In addition, it is proposed to increase the rents of commercial garages by around 4%. Price increases have been suppressed for Cat B & C garages in order to differentiate these garages during the period of improvement works. The council currently rent out around 45-50 commercial garages, with weekly rents ranging from £13 to £15 per week, and a single large double garage rented at £60 per week.	Based on RPI plus Garage Business Plan guidance.	01 April 2019 (In line with Housing rent increases)																		
	Standard Garage (Category B)	£10.70	£11.10	£0.40	3.74%						Y																					
	Standard Garage (Category C)	£10.50	£10.75	£0.25	2.38%						Y																					
	Road Facing Garages	£11.60	£12.20	£0.60	5.17%						Y																					
	Garages Total										£3,214,550				£0	-£35,000	£103,450	£3,283,000	Y													
Markets:	Across the board increase to match RPI MTFS estimate of 3.3%	various	various		3.30%	£421,260			£13,740	£435,000	Y	RPI based increase in rents across the board proposed. This would increase weekly rents by around £2.25-£3.75 on the vast majority of stalls within the market. Void rates at the market are carefully scrutinised, and efforts are ongoing to reduce void levels.		01/01/2019																		
Markets Total						£421,260	£0	£0	£13,740	£435,000	Y																					
Bulky Waste:	6 Items	£66.00	£68.75	£2.75	4.37%	£101,500			£3,000	£84,500	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 kept increased.	01/01/2019																		
	Cancellation Fee	£10.00	£11.00	£1.00	10.00%						Y																					
Bulky Waste Total						£101,500	£0	£0	£3,000	£84,500	Y																					
Cemeteries:		various	various			£177,000			£23,000	£200,000	Y	A separate report has been prepared by the Cemetery Team detailing current charges, usage and income. 25% increase approved by LFSG, phased over two years. In addition, "Non Resident Fees" recommended to increase from Double to Triple.	There is also a benchmarking table comparing our fees with other local authorities. Overall, SBC charges are amongst the lowest. As a result, proposals will be made to increase fees by at least 10%.	01/01/2019																		
Cemeteries Total						£177,000	£0	£0	£23,000	£200,000	Y																					
Parks and Open Spaces:	3.3% increase on the budget agreed by manager	various	various		3.30%	£118,400			£3,600	£122,000	Y	Proposed increase of 3.7% across all functions. Agreed increases for "old users of pavilions" (as per the agreement made last year) should also be implemented - further details on "Concessions" tab.		01/01/2019																		
Parks and Open Spaces Total						£118,400	£0	£0	£3,600	£122,000	Y																					
Allotments:	Price per M ² (Previously prices were shown per Rod. For reference 1 rod = 25m ²)	£0.34	£0.35	£0.01	2.94%	£23,120			£680	£23,800	Y	After several years of being frozen, it is now felt that RPI increases can be applied.	<table border="1"> <thead> <tr> <th></th> <th>Cost per m²</th> </tr> </thead> <tbody> <tr><td>Dacorum</td><td>24p</td></tr> <tr><td>East Herts</td><td>20p</td></tr> <tr><td>Hertsmere</td><td>22p</td></tr> <tr><td>North Herts</td><td>50p</td></tr> <tr><td>St Albans</td><td>19p</td></tr> <tr><td>Stevenage</td><td>33p</td></tr> <tr><td>Watford</td><td>18p</td></tr> <tr><td>Welwyn Hatfield</td><td>44p</td></tr> </tbody> </table>		Cost per m ²	Dacorum	24p	East Herts	20p	Hertsmere	22p	North Herts	50p	St Albans	19p	Stevenage	33p	Watford	18p	Welwyn Hatfield	44p	01/01/2019
		Cost per m ²																														
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Stevenage	33p																															
Watford	18p																															
Welwyn Hatfield	44p																															
100M ² (Previously equiv to 4 Rod)	£34.00	£35.00	£1.00	2.94%	Y																											
250M ² (Previously equiv to 10 Rod)	£85.00	£87.50	£2.50	2.94%	Y																											
Allotments Total						£23,120	£0	£0	£680	£23,800	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	01/01/2019
	Junior Day Ticket	£6.00	£6.00	£0.00	0.00%						Y			
	Night Fishing	£18.00	£18.00	£0.00	0.00%						Y			
	Average of above	£10.67	£10.67	£0.00	0.00%						Y			
Fishing Total						£5,000	£0	£0	£5,000	Y				
Planning:	Major development					£43,500				£43,500	Y	All of these fees were increased significantly during last year's fees & charges process. It is felt prudent to freeze these fees for 2019/20 and apply RPI increases for the following two years (to be reviewed next year, dependant on how usage/income levels progress.	Latest as to date 2017/18 - NHDC large scale complex developments are £3,000 and other large developments £1,500. East Herts charge bespoke amounts for major applications and £450 to £700 minor proposals. Welwyn charge between £1000 to £1500 for 25 units. . 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 every other (Jan 18/20/22) year subject to market conditions.	01/01/2019
	100+ residential units, 6000+sqm of commercial /change of use or where the site is 3ha+ PER 100 units /6000sqm/3ha or part of.	£3,600.00	£3,600.00	£0.00	0.00%						Y			
	25-99 residential units, 2001-5999sqm of commercial /change of use or where the site is 1ha-3ha.	£3,600.00	£3,600.00	£0.00	0.00%						Y			
	Development requiring an EIA if not within the above categories	£3,500.00	£3,500.00	£0.00	0.00%						Y			
	Other Major Developments										Y			
	Provision of 10-24 dwellings or where the site is between 0.5ha and 1ha.	£2,100.00	£2,100.00	£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.	£2,100.00	£2,100.00	£0.00	0.00%						Y			
	Minor Development										Y			
	Single dwelling/replacement dwelling	£210.00	£210.00	£0.00	0.00%						Y			
	2-5 dwellings	£420.00	£420.00	£0.00	0.00%						Y			
	6-9 dwellings	£1,075.00	£1,075.00	£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.	£210.00	£210.00	£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	£700.00	£700.00	£0.00	0.00%						Y			
	Householder										Y			
	Domestic extensions, conservatories etc. and alterations to residential properties.	£62.50	£62.50	£0.00	0.00%						Y			
Specialist Advice					Y									
Works to listed buildings Developments affecting a conservation area	£150.00	£150.00	£0.00	0.00%	Y									
Advertisements					Y									
Per Site	£62.50	£62.50	£0.00	0.00%	Y									
Planning Total						£43,500			£43,500	Y				

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Trade Refuse:	Increase in fees to cover additional increase in disposal costs (example of pricing shown, 1100 litre bin)	£19.60	£20.55	£0.95	5.09%	£647,490			£21,510	£669,000	Y	Overall prices will be increased by an average of 5%; however, disposal costs and landfill tax increases will account for around a third of the increase in fees.	Trade Waste has a multitude of different charges. It is not prudent to publish these in full as we are in competition with private contractors. However, we do ensure our prices are competitive, whilst also trying to maximise income for the Council.	01/01/2019
Clinical Waste:	Increase in fees to cover additional increase in disposal costs example of pricing shown Clinical box)	£11.05	£11.55	£0.50	4.76%	£57,780			£1,720	£59,500	Y	Higher increase to offset any increase in disposal and gate fees.	Latest as at 2016/17 - Benchmarked against SRCL.	01/01/2019
Skips:	Increase in fees to cover additional increase in disposal costs (example of pricing shown 6yard skip)	£262.00	£274.00	£12.00	4.81%	£154,970			£4,030	£159,000	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. The manager has highlighted a probable shortfall in income in the current year; overall, this is likely to be a NET loss of income of around £47,000 (after a reduction in some costs related to lower volumes).	Latest as at 2016/17 - Benchmarked against other providers such as Stevenage Skip Hire £235.	01/01/2019
Transfer Station:	Increase in fees to cover additional increase in disposal costs example of pricing shown, medium panel van)	£181.50	£188.50	£7.00	4.04%	£73,560			£2,440	£76,000	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.	01/01/2019
Increase disposal cost of waste for Trade, Clinical, Skips and Transfer Station:					-4.50%	-£360,650			-£14,350	-£375,000	Y	Projected Trade Waste Recharges (Disposal costs) of 5% are indicative percentage received from HCC for the purposes of providing an approximate level of charge.		01/01/2019
Hackney Carriages:					3.00%	£23,500			£500	£24,000	Y	Fees are cost recovery. However, costs have been increasing over the last couple of years and fees have remained stable, therefore likely fees will start to gradually increase (in line with rising costs) starting from 2019/20.	Not applicable, cost recovery only.	01/01/2019
Environmental Health & Licensing:	Housing Act 2004				0.00%	£11,750				£11,750	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.	01/01/2019
	Licence for Houses in Multiple Occupation (HMO)	£708.00	£708.00	£0.00	0.00%									
	Service of Housing Act Notices	£382.00	£382.00	£0.00	0.00%									
Environmental Health & Licensing:	Food Premises	various	various	£0.00	2.50%	£10,790			£210	£11,000	Y	Cost recovery only		01/01/2019
	Destruction Certificate	£125.00	£125.00	£0.00	0.00%									
	Health Certificate	£102.00	£102.00	£0.00	0.00%									
Environmental Health & Licensing:	Licensing including, Acupuncture, sex establishments, street trading etc.	various	various	£0.00	0.00%	£12,890			£110	£13,000	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).	Not applicable, cost recovery only.	01/01/2019
Local Land Charges	Residential Property (Con 29)	£60.00	£61.80	£1.80	3.00%									
VAT Is PAYABLE on these fees (fees shown is GROSS of VAT) Integra Code = RC110	Residential Property (LLC1)	£16.00	£16.50	£0.50	3.13%									
	Commercial Property and Areas of Land (Con 29)	£78.00	£80.40	£2.40	3.08%									01/01/2019
	Commercial Property and Areas of Land (LLC1)	£21.00	£21.60	£0.60	2.86%									
No VAT is payable for this service	Additional Enquiry	£10.00	£10.30	£0.30	3.00%	£60,000			£1,800	£61,800				
Housing General Fund:	Careline Alarm- private (Shortfall funded from General Fund)	various	various	various	Approx. 3.30%	£115,950			£5,050	£121,000	Y	This budget relates to private careline tenants and any increase in income means the General Fund subsidy is reduced.		

Sub Totals

NET INCREASE from Fees & Charges £219,790

Target (as per MTF5) £296,594

Variance -£76,804

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