

**FEES AND CHARGES -RECOMMENDED FEE INCREASES FOR 2018/19 APPENDIX C**

Service	Fees and Charges for 2018/19	2017/18 Price £	2018/19 Price £	Increase £	% Increase	Total Budget 2017/18 £	Income changes previously reported £	Other Changes or pressures identified (not yet reported)	Income (Reduction) / Increase	Total Budget 2018/19 £	Fee Principles Applied (Y/N)	Options considered/Rationale	Benchmarking Information	Date of Price Increase	
<b>Car Parks:</b>															
<b>New Town:</b>	<b>7am-7pm (6am-7pm at St Georges only) :</b>												<p>The British Retail Federation is still reporting that nationally there is a continuing reduction in retail activity by shoppers in Town Centres. The opening of Debenhams on the Roaring Meg Retail Park may impact footfall, and despite the enforcement regimes imposed earlier this year at ASDA and Teco we have seen little positive effect of car park usage. Our minimum increase is 10p (machine acceptance). Railway parking continues to be popular despite the premium price improvements to the train station/platforms are complete and 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><b>Proposals are: Short Stay</b></p> <ul style="list-style-type: none"> <li>- 10p on the up to 1 hour band</li> <li>- 10p increase on 2 hour band</li> <li>- 50p increase in the up to 5 hour Band</li> </ul> <p><i>Note that potential increases may attract some level of opposition should the national economic - and retail - position worsen.</i></p> <p><b>Proposals are: Long Stay</b></p> <ul style="list-style-type: none"> <li>- increase of 10p in the Long Stay this is the minimum rise available and reflects some resistance to last years increase.</li> <li>- note income from night-time parking arrangements with local hotels (see below)</li> <li>- increases to weekday railway parking tariffs by 50p (see comments above)</li> </ul> <p>- alternative options (higher and lower) for Season Ticket increases were discussed; the amounts shown were the preferred option of LFSG members</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 £1.40 and £4.00 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 £5.00 in Welwyn £5.00 to £7.40 in St Albans and up to £10.00 in Milton Keynes. Currently there is demand for long stay parking driven by new residences and some greater demand from construction workers. Railway Parking is charged at £8.00 in Bedford, £5.00 in Welwyn, £5.30 to £10.60 in St Albans and £10.00 in Milton Keynes. Our offer is still mid range for the larger stations.</p>	01 January 2018
Mon-Saturday up to 30 Mins (St Georges & Westgate only)	n/a	£0.50	n/a	n/a				£25,000							
Short Stay (The Forum, Marshgate, Westgate, St Georges)	Mon-Saturday up to 1 hour	£1.60	£1.70	£0.10	6.25%				£26,000		Y				
	Mon-Saturday up to 2 hours	£2.20	£2.30	£0.10	4.55%				£10,000		Y				
	Mon-Saturday up to 3 hours	£3.00	£3.00	£0.00	0.00%						Y				
	Mon-Saturday up to 5 Hours	£3.00	£3.50	£0.50	16.67%				£17,000		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				
<b>Total Short Stay</b>						£1,370,760			£28,000	£1,398,760					
<b>Long stay</b>	Mon-Fri before 8.30am	£7.00	£7.00	£0.00	0.00%						Y				
	Mon-Fri 8.30am to 7pm	£4.40	£4.50	£0.10	2.27%				£2,500		Y				
Southgate and St Georges' Car Park charge the £4.40/£4.50 tariff from 6am	Saturday 6am - 6pm	£4.40	£4.50	£0.10	2.27%						Y				
	Sunday	£2.00	£2.00	£0.00	0.00%						Y				
	Night Parking (7pm to 6am or 6pm - 6am)	£2.00	£2.00	£0.00	0.00%						Y				
<b>Total Long Stay</b>						£835,390			£2,500	£837,890					
Railways	Mon-Fri 4am to 4am	£7.00	£7.50	£0.50	7.14%	£675,000			£40,000		Y				
Railways	Saturday	£6.50	£6.50	£0.00	0.00%	£66,000					Y				
Railways	Sunday	£6.00	£6.00	£0.00	0.00%	£75,000					Y				
<b>Total Railways</b>						£816,000			£40,000	£856,000					
Season Tickets	New Town (price per month)	£79.20	£80.00	£0.80	1.01%				£5,000		Y				
	Blue Badge Holders (Season Ticket, price per Annum)	£30.00	£35.00	£5.00	16.67%	£381,500									
	Rail (price per month)	£130.00	£135.00	£5.00	3.85%				£6,000		Y				
<b>Season Tickets SubTotal</b>						£381,500			£11,000	£392,500					
<b>New Town GRAND TOTAL</b>						£3,403,650	£0	£65,000	£81,500	£3,420,150					
<b>Old Town:</b>															
<b>Primett Rd North</b>	Monday - Saturday 0600-1600 hours														
	up to one hour	£0.90	£1.00	£0.10	11.11%						Y				
	up to two hours	£1.40	£1.50	£0.10	7.14%						Y				
	up to three hours	£1.70	£1.80	£0.10	5.88%						Y				
	More than three hours	£5.00	£5.00	£0.00	0.00%						Y				
<b>Primett Rd South</b>	Monday-Friday														
	0600-1600hrs	£2.60	£2.80	£0.20	7.69%						Y				
	1600-0600hrs	£0.30	£0.50	£0.20	66.67%						Y				
	Saturday 0600-1600:														
	up to one hour	£0.90	£1.00	£0.10	11.11%						Y				
	up to two hours	£1.40	£1.50	£0.10	7.14%						Y				
	up to three hours	£1.70	£1.80	£0.10	5.88%						Y				
	More than three hours	£2.40	£2.60	£0.20	8.33%						Y				
	Saturday 4pm-Monday 6am	£0.30	£0.50	£0.20	66.67%						Y				
<b>Church Lane North</b>	Mon-Sat 0600-1600hrs														
	up to one hour	£0.90	£1.00	£0.10	11.11%						Y				
	up to two hours	£1.40	£1.50	£0.10	7.14%						Y				
	up to three hours	£1.70	£1.80	£0.10	5.88%						Y				
	More than three hours	£2.40	£2.60	£0.20	8.33%						Y				
	Saturday 4pm-Monday 6am	Free	Free								Y				
Season Tickets	Old Town (price per month)	£43.50	£45.00	£1.50	3.45%						Y				
<b>Old Town GRAND TOTAL</b>						£151,440	£0	£0	£14,560	£166,000					
<b>Car Parks:</b>	<b>Business Tokens/ Commercial Income</b>	various	various												
						£135,000	£20,000		£9,000	£164,000	Y	Income from "Business Validations" (Hotels, Mecca Bingo, SLL, Waitrose)			
					7.50%				£8,000	£8,000	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>Loss of income due to price increase</b>									£8,000	£8,000	Y				
<b>TOTAL "All Off Street Car Parks"</b>						£3,690,090	£20,000	£65,000	£97,060	£3,742,150					

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<b>On Street Parking</b>														
Town Centre	up to 30 mins	£0.50	<b>£0.60</b>	£0.10	20.00%	£83,870	£18,130	£18,200	£4,800	<b>£125,000</b>	Y			01 January 2018
	Up to 1 Hour	£1.60	<b>£1.70</b>	£0.10	6.25%						Y			
	Up to 2 Hours	£2.10	<b>£2.50</b>	£0.40	19.05%						Y			
	Up to 3 Hours	£3	<b>£3.20</b>	£0.20	average of 8%						Y			
	Up to 4 Hours	£3.80	<b>£4.00</b>	£0.20							Y			
	Up to 5 Hours	£4.50	<b>£5.00</b>	£0.50							Y			
	Over 5 hours	£7.00	<b>£9.00</b>	£2.00	28.57%						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	various	<b>no change</b>	£0.00	0.00%	£135,200	£72,800		£0	<b>£208,000</b>	Y			
<b>On Street Parking Total</b>						<b>£219,070</b>	<b>£90,930</b>	<b>£18,200</b>	<b>£4,800</b>	<b>£333,000</b>	Y			
Garages:	Standard Garage (Category A)	£10.35	<b>£10.80</b>	£0.45	4.35%	£3,033,000	£100,000		£112,000	<b>£3,245,000</b>	Y	Price increases proposed take into account the Garage Business Plan built-in rent increases, plus the requested inflationary increase to match RPI (approx 3.7%). 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 4.5%. The council currently rent out around 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 2018 (In line with Housing rent increases)
	Standard Garage (Category B)	£10.25	<b>£10.70</b>	£0.45	4.39%						Y			
	Standard Garage (Category C)	£10.15	<b>£10.50</b>	£0.35	3.45%						Y			
	Road Facing Garages	£11.10	<b>£11.60</b>	£0.50	4.50%						Y			
<b>Garages Total</b>						<b>£3,033,000</b>	<b>£100,000</b>	<b>£0</b>	<b>£112,000</b>	<b>£3,245,000</b>	Y			
Markets:		various	<b>various</b>		3.70%	£450,750		£-31,240	£12,990	<b>£432,500</b>	Y	RPI based increase in rents across the board proposed. This would increase weekly rents by around £2.50-£4.00 on the vast majority of stalls within the market. Since April 2017, the unilateral agreement on stalls selling the same items has been lifted. To date, this has been moderately successful in increasing lettings. However, voids have remained relatively stable at 20% (27 stalls) over the last few months. Since the middle of April 2017, a discounted parking fee of 50p/30 mins has been introduced to try to attract footfall to the market. Overall, however, footfall at the market continues to fall, and a budget pressure of £31k has been reported during 2017/18 monitoring.	A new strategy to revitalise the market was introduced during the last twelve months. Void levels have stabilised, but in order to make the market economically viable, void levels need to decrease. Over the past three years, rent increases have been suppressed in an attempt to maintain the current traders/attract new traders. Increases of 2.4%, 1.2% and 1.2% have been applied in the last three years.	01 January 2018
<b>Markets Total</b>						<b>£450,750</b>	<b>£0</b>	<b>£-31,240</b>	<b>£12,990</b>	<b>£432,500</b>	Y			
Bulky Waste:						£97,190			£4,310	<b>£101,500</b>	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 January 2018
	6 Items	£63.00	<b>£66.00</b>	£3.00	4.76%						Y			
	Cancellation Fee	£10.00	<b>£10.00</b>	£0.00	0.00%						Y			
<b>Bulky Waste Total</b>						<b>£97,190</b>	<b>£0</b>	<b>£0</b>	<b>£4,310</b>	<b>£101,500</b>	Y			
Cemeteries:		various	<b>various</b>			£186,530		£-34,530	£25,000	<b>£177,000</b>	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 January 2018
<b>Cemeteries Total</b>						<b>£186,530</b>	<b>£-34,530</b>	<b>£25,000</b>	<b>£177,000</b>	<b>£177,000</b>	Y			
Parks and Open Spaces:	3.7% increase on the budget agreed by manager	various	<b>various</b>			£119,170		£-9,170	£8,400	<b>£118,400</b>	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 January 2018
<b>Parks and Open Spaces Total</b>						<b>£119,170</b>	<b>£-9,170</b>	<b>£8,400</b>	<b>£118,400</b>	<b>£118,400</b>	Y			
Allotments:	Price per rod	£8.50	<b>£8.50</b>	£0.00	0.00%	£23,120				<b>£23,120</b>	Y	No increase proposed; some people have given up their allotment within the last 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. Rates were frozen last year, and the same proposal is made for 2018/19. <b>Benchmarking:</b> Stevenage has gone from having one of the cheapest allotment rents in Hertfordshire to now having the third highest.	01 January 2018
	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%						Y			
<b>Allotments Total</b>						<b>£23,120</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>	<b>£23,120</b>	Y			

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<b>Fishing</b>	Adult Day Ticket	£8.00	<b>£8.00</b>	£0.00	0.00%						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 2018
	Junior Day Ticket	£6.00	<b>£6.00</b>	£0.00	0.00%						Y			
	Night Fishing	£18.00	<b>£18.00</b>	£0.00	0.00%						Y			
	<b>Average of above</b>	<b>£10.67</b>		£0.00	0.00%	<b>£5,000</b>				<b>£5,000</b>	Y			
<b>Fishing Total</b>						<b>£5,000</b>	<b>£0</b>		<b>£0</b>	<b>£5,000</b>	Y			
<b>Planning:</b>	<b>Major development</b>					£35,500			£8,000	£43,500	Y	<p>This was a new charge introduced for 2011/12. The fees were increased in 2013/14 and significantly in 2016. There was no increase in 2017. The proposed increase reflects that we have had the busiest three months for planning application in our history and demand remains high given the attractiveness of Stevenage for developers. <b>[Some of the percentage increases look artificially high; however, this is distorted by a VAT adjustment that has occurred. The actual increases to paying customers will be lower - in the "10%" region rather than 30%+.]</b></p> <p>Harmonising the rates with the other bands for this scale of development.</p> <p>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.</p>	01 January 2018	
	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	<b>£3,600.00</b>	£600.00	20.00%						Y			
	25-99 residential units, 2001-5999sqm of commercial /change of use or where the site is 1ha-3ha.	£3,000.00	<b>£3,600.00</b>	£600.00	20.00%						Y			
	Development requiring an EIA if not within the above categories	£2,500.00	<b>£3,500.00</b>	£1,000.00	40.00%						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	<b>£2,100.00</b>	£600.00	40.00%						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	<b>£2,100.00</b>	£600.00	40.00%						Y			
	<b>Minor Development</b>										Y			
	Single dwelling/replacement dwelling	£150.00	<b>£210.00</b>	£60.00	40.00%						Y			
	2-5 dwellings	£300.00	<b>£420.00</b>	£120.00	40.00%						Y			
	6-9 dwellings	£840.00	<b>£1,075.00</b>	£235.00	27.98%						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	<b>£210.00</b>	£60.00	40.00%						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	<b>£700.00</b>	£200.00	40.00%						Y			
	<b>Householder</b>										Y			
	Domestic extensions, conservatories etc. and alterations to residential properties.	£50.00	<b>£62.50</b>	£12.50	25.00%						Y			
	<b>Specialist Advice</b>										Y			
	Works to listed buildings Developments affecting a conservation area	£100.00	<b>£150.00</b>	£50.00	50.00%						Y			
	<b>Advertisements</b>										Y			
	Per Site	£50.00	<b>£62.50</b>	£12.50	25.00%						Y			
<b>Planning Total</b>						<b>£35,500</b>	<b>£0</b>		<b>£8,000</b>	<b>£43,500</b>	Y			

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<b>Trade Refuse:</b>	Increase in fees to cover additional increase in disposal costs (example of pricing shown, 1100 litre bin)	£18.65	<b>£19.60</b>	£0.95	5.09%	£616,690			£30,800	<b>£647,490</b>	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 January 2018
<b>Clinical Waste:</b>	Increase in fees to cover additional increase in disposal costs example of pricing shown Clinical box )	£10.50	<b>£11.05</b>	£0.55	5.24%	£55,080			£2,700	<b>£57,780</b>	Y	Higher increase to offset any increase in disposal and gate fees.	Latest as at 2016/17 - Benchmarked against SRCL.	01 January 2018
<b>Skips:</b>	Increase in fees to cover additional increase in disposal costs (example of pricing shown 6yard skip)	£249.60	<b>£262.00</b>	£12.40	4.97%	£194,470		<b>-£47,000</b>	£7,500	<b>£154,970</b>	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. <b>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).</b>	Latest as at 2016/17 - Benchmarked against other providers such as Stevenage Skip Hire £235.	01 January 2018
<b>Transfer Station:</b>	Increase in fees to cover additional increase in disposal costs example of pricing shown, medium panel van)	£173.10	<b>£181.50</b>	£8.40	4.85%	£70,560			£3,000	<b>£73,560</b>	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 2018
<b>Increase disposal cost of waste for Trade, Clinical, Skips and Transfer Station:</b>						<b>-£360,460</b>			<b>-£18,000</b>	<b>-£378,460</b>	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 January 2018
<b>Hackney Carriages:</b>						£23,500			£0	<b>£23,500</b>	Y	Current charges were set in 2014 and are due for review. A further review will be undertaken in 2018 to ensure that income is maximised as far as permitted by legislation (SBC is unable to recover the cost of enforcement against drivers). The review has been delayed due to significant changes in method of delivery which will impact on costs and needs a full year to be quantified.	Not applicable, cost recovery only.	01 January 2018
<b>Environmental Health &amp; Licensing:</b>	<b>Housing Act 2004</b>				2.20%	£11,410			£340	<b>£11,750</b>	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 2018
	Licence for Houses in Multiple Occupation (HMO)	£696.00	<b>£708.00</b>	£12.00	1.72%									
	Service of Housing Act Notices	£372.00	<b>£382.00</b>	£10.00	2.69%									
<b>Environmental Health &amp; Licensing:</b>	<b>Food Premises</b>	various	<b>various</b>	£0.00	0.00%	£10,790				<b>£10,790</b>	Y	Cost recovery only		01 January 2018
	Destruction Certificate	£125.00	<b>£125.00</b>	£0.00	0.00%									
	Health Certificate	£102.00	<b>£102.00</b>	£0.00	0.00%									
<b>Environmental Health &amp; Licensing:</b>	Licensing including, Acupuncture, sex establishments, street trading etc.	various	<b>various</b>		0.00%	£12,890				<b>£12,890</b>	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 January 2018
<b>Housing General Fund:</b>	Careline Alarm- private (Shortfall funded from General Fund)	various	<b>various</b>	various	Approx. 3.70%	£105,000			£4,000	<b>£109,000</b>	Y	This budget relates to private careline tenants and any increase in income means the General Fund subsidy is reduced.		
<b>Sub Totals</b>							<b>£210,930</b>	<b>-£168,740</b>	<b>£302,900</b>			<i>Where there are multiple fees in a service area, an example has been given to demonstrate the price increases</i>		
						<b>NET INCREASE from Fees &amp; Charges</b>				<b>£134,160</b>				
						<b>Target (as per MTFS)</b>				<b>£296,594</b>				
						<b>Variance</b>				<b>-£162,434</b>				