

## Summary Sheet

### **Name of Committee and Date of Committee Meeting**

Cabinet and Commissioners' Decision Making Meeting – 12 March 2018

### **Report Title**

Fees and Charges 2018-19

### **Is this a Key Decision and has it been included on the Forward Plan?**

Yes

### **Strategic Director Approving Submission of the Report**

Judith Badger – Strategic Director, Finance and Customer Services

### **Report Author(s)**

Graham Saxton – Assistant Director, Financial Services  
01709 822034 or [graham.saxton@rotherham.gov.uk](mailto:graham.saxton@rotherham.gov.uk)

### **Ward(s) Affected**

All

## Summary

To consider proposed fees and charges for 2018-19.

## Recommendations

That the Council's fees and charges for 2018/19 be approved.

## List of Appendices Included

Appendix A – Fees and Charges Schedule 2018-19  
Appendix B – Libraries Fees and Charges  
Appendix C – Borough Fairground Fees  
Appendix D – Building Regulation Fees  
Appendix E – Clifton Park Weddings Fees  
Appendix F – Charitable Collection Fees  
Appendix G – External Premises Fees  
Appendix H – Equipment Hire, Staffing Costs and Conditions  
Appendix I – Registration Fees  
Appendix J – Regulation and Enforcement Fees  
Appendix K – Highways Fees  
Appendix L – Leisure, Tourism and Green Spaces Fees and Charges  
Appendix M – Markets Fees and Charges  
Appendix N – Parking Charges

Appendix O – Pest Control Fees and Charges  
Appendix P – Pre-application charging proposals  
Appendix Q – Rotherham Heritage Services Fees and Charges  
Appendix R – Property Addressing Charges  
Appendix S – Theatre Hire Charges

**Background Papers**

Budget and Council Tax 2018/19 – Council – 28 February 2018  
Allotment Rents 2019/20 – Cabinet – 19 February 2018  
Housing Revenue Account Rents and Service Charges 2018/19 – Cabinet – 15  
January 2018

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**  
Overview and Scrutiny Management Board

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## **Fees and Charges 2018/19**

### **1. Recommendations**

1.1 That the Council's fees and charges for 2018/19 be approved.

### **2. Background**

2.1 The Budget and Council Tax 2018/19 report approved by Council on 28<sup>th</sup> February included a recommendation that all Council Fees and Charges are increased for 2018/19 by the September 2017 CPI increase of 3%, other than Fees and Charges which are determined by national statute and that lists of all Fees and Charges proposed for 2018/19 are submitted to Cabinet in March for approval.

2.2 Cabinet have already agreed Housing Revenue Account Rents and Service Charges for 2018/19 at the meeting on 15<sup>th</sup> January and agreed Allotment Rents for 2019/20 at the meeting on 19<sup>th</sup> February. There is a statutory requirement for the Council to notify allotment tenants of fees and charges increases a year in advance.

2.3 Some specific increases to fees and charges were consulted on as part of the 2018/19 budget consultation and are included within the 2018/19 budget as specific budget savings :

- Planning Fees
- Riverside House Café
- Civic Theatre
- Parks & Country Parks

2.4 This report details fees and charges for 2018/19 for the rest of the Council's services.

### **3. Key Issues**

3.1 The Council approval to increase fees and charges by 3% for 2018/19 will generate around £1m additional income for the Council which has been included within the Council's budget for 2018/19.

3.2 Detailed fees and charges proposals for 2018/19, other than those already agreed by Cabinet, are now appended to this report for Cabinet approval.

3.3 In proposing fees and charges for 2018/19, the following considerations have been made by some services which are different to a simple uplift of the 2017/18 rate of fees and charges by 3%.

## Children's Services Traded Services

- 3.4 A 3% increase is not proposed for the school music service as it is considered that this would have an adverse impact on income levels for the service. The service is looking at different delivery models to engage more children and build participation in the service. Also the charges for a number of other traded services with schools are still under review to assess the relative market position of those services. A further update detailing fees and charges for these services will be brought back to Cabinet in May.

## Regeneration and Environment

### Markets

- 3.5 A 3% across the board increase is not proposed for the markets complex but a more targeted suite of measures which will meet the additional income requirement. This approach is to address falling footfall in the markets, an increase in voids and joint work between the Council and businesses to improve footfall, spend and overall trading conditions.

### Car Parking

- 3.6 In respect of car parking charges, it is not proposed to increase charges in 2018/19. The Council is mindful in particular of the reducing footfall in the town centre and the need to encourage visitors to support town centre businesses. The Directorate will review a suite of measures which will support town centres whilst at the same time delivering the required income overall.

## **4. Options considered and recommended proposal**

- 4.1 These are set out in Section 3 above

## **5. Consultation**

- 5.1 The proposed fees and charges have been developed as part of the 2018/19 budget proposals. Responses to the Council's consultation on the 2018/19 budget were included within the Budget and Council Tax 2018/19 report to Council on 28<sup>th</sup> February 2018.

## **6. Timetable and Accountability for Implementing this Decision**

- 6.1 Managers of the relevant services are responsible for the implementation of the recommended fees and charges. These will take effect on 1<sup>st</sup> April 2018 unless there are formal fees and charges agreements already in place beyond that timescale.

## **7. Financial and Procurement Implications**

- 7.1 The Council's budget for 2018/19 includes £1m from increases to fees and charges in 2018/19 based on the year on year CPI inflation rate as at September 2017 (3%).

7.2 The estimate of £1m additional income was made taking into account that there would be a number of practical considerations around the exact increases to apply to individual services which might lead to variations from a simple 3% uplift to all fees and charges.

7.3 Overall, the proposed increases to fees and charges as set out in this report are in line with those budget assumptions.

## **8. Legal Implications**

8.1 The Council's ability to levy or increase fees and charges will depend in each service area upon the applicable statute under which the power to levy the fee or charge is set out and upon relevant caselaw relating to fees and charges in that service area. Relevant restrictions upon the level of fees and charges for each service area are set out in the Appendices to this report.

## **9. Human Resources Implications**

9.1 None

## **10. Implications for Children and Young People and Vulnerable Adults**

10.1 Discounted rates are available to children, young people and Rothercard holders for a range of services.

## **11. Equalities and Human Rights Implications**

11.1 None

## **12. Implications for Partners and Other Directorates**

12.1 Where appropriate any implications have been discussed with partners

## **13. Risks and Mitigation**

13.1 Risks of the impact of increasing rates of fees and charges have been considered as part of developing the proposed rates for 2018/19. The general 3% increase is the prevailing rate of inflation.

## **14. Accountable Officer(s)**

	<b>Named Officer</b>	<b>Date</b>
Strategic Director of Finance & Customer Services	Judith Badger	23.02.2018
Assistant Director of Legal Services	Dermot Pearson	23.02.2018
Head of Procurement (if appropriate)		
Head of Human Resources (if appropriate)		

*Report Author: Graham Saxton, Assistant Director of Financial Services  
01709 822034 or [graham.saxton@rotherham.gov.uk](mailto:graham.saxton@rotherham.gov.uk)*

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