

# CABINET

## Fees and Charges Review – 2016/17 16 February 2016

### Report of Chief Officer (Resources)

PURPOSE OF REPORT			
To consider the annual review of fees and charges for 2016/17.			
Key Decision	X	Non-Key Decision	Referral from Cabinet Member
Date of notice of forthcoming key decision	18 December 2015		
This report is public.			

#### RECOMMENDATIONS OF CHIEF OFFICER (RESOURCES)

- (1) That Cabinet endorses the Fees and Charges Policy as set out at Appendix A, subject to indicating whether it requires any other areas of income generation to be explored for future years, other than those already reviewed and proposed.

#### RECOMMENDATIONS OF CHIEF OFFICER (ENVIRONMENT)

- (1) That Cabinet approves Option 1A to increase the Up to 1 hour charge by 10p across all car parks in Lancaster and Morecambe and the Up to 1 hour and Full Day charges by 10p at Williamson Park, Lancaster as set out in the report at Appendix C, subject to Budget Council.
- (2) That Cabinet approves extending the facility for resident permit holders to use off street car parks as indicated in Appendix C from 2016/17.

#### 1 GENERAL POLICY

- 1.1 This report sets out the proposed fees and charges framework for 2016/17. The current policy was last considered by Cabinet at its meeting on 20 January 2015 and a copy is attached at **Appendix A**. No substantive updates of the policy are being proposed, although some minor wording changes have been made to reflect current financial strategy and last year's update of the Financial Regulations.
- 1.2 In support, **Appendix B** provides a listing of the General Fund fees and charges for 2014/15 actuals, the 2015/16 revised budget and the 2016/17 current base budget. This shows that the total estimated base income to be generated from fees and charges (including rents) is now projected to be £10.9M next year. Of this total, around

£4.6M is generally inflation-linked. The majority of the remaining income relates to statutory fees, commercial charges, general cost recovery and fixed contracts, e.g. trade refuse. As such these income areas allow for little or no discretion in setting fee increases. Furthermore, certain fees such as various licensing fees cannot by law be set by Cabinet.

- 1.3 In general terms, as part of the budget process all relevant fees and charges will increase by 1.5% for next year, in line with the annual inflationary review.
- 1.4 Where fees and charges are to change in line with policy and/or the budget, these will be amended through existing Officer delegations and therefore no Cabinet decision is required – and so no detail is provided within this report. It should be noted that in exercising their delegated authority, Officers may well consider groupings of charges for similar or related activities and within those groupings, they may vary individual fees (or concessions) above or below inflation, for example – but as long as in totality, it is reasonable to assume that the relevant income budget will be met and the variances do not go against any other aspect of policy, then no Cabinet decision is required.
- 1.5 On top of such general increases, Cabinet has already identified a number of new charges or other charging changes as part of its budget proposals, included elsewhere on the agenda. Those proposals now incorporate more outline information, in line with the fees and charges policy.
- 1.6 Cabinet is requested to indicate whether there are any other specific areas for income generation that it wishes to consider as part of its budget proposals, on top of those already included.
- 1.7 The nature and work involved in developing any such ideas would determine the timescales for potential implementation (i.e. if complex proposals were to be developed, implementation for April 2016 would not be possible, but simple proposals may well be deliverable for then).
- 1.8 From an Officer perspective, there is only one charging matter that requires Cabinet's consideration ahead of Budget Council, and this is set out below.

## 2 OTHER SPECIFIC CHARGING CONSIDERATIONS

### 2.1 Environmental Services: Car Parking

This is the only area in which a number of options are presented and therefore for clarity and to seek Cabinet's direction, full information is included in **Appendix C** to this report. It should be noted that all options will (at least) meet the draft budget income provisions for 2016/17.

### 3 OTHER POINTS TO NOTE

#### 3.1 Health and Wellbeing: Salt Ayre Charging

At its last meeting Cabinet supported the redevelopment of Salt Ayre Leisure Centre with Alliance Leisure Services Limited, subject to budget approval. Future fees and charges will be determined under delegated authority in line with the programme of redevelopments with the aim of achieving budgeted income targets, taking into account advice from the developer partner.

#### 3.2 Governance: Taxi and Other Miscellaneous Licensing Fees

3.3 The outcome of the latest review of taxi and other miscellaneous licensing fees is scheduled for consideration by the Licensing Regulatory Committee on 11 February, prior to Budget Council. These fees are, as a matter of law, not to be determined by Cabinet, although as far as possible the budgeting implications of the Committee's decision will be reflected within the draft budget for 2016 onwards. Fees for licences within the remit of the Licensing Act Committee are set by central government.

### 4 OPTIONS AND OPTIONS ANALYSIS

4.1 The attached policy remains substantively unchanged and it is considered that it remains fit for purpose and it adequately covers Cabinet's budget proposals. As such, no options are presented and Cabinet is simply requested to endorse the policy.

4.2 Options regarding car parking charges are covered in Appendix C.

#### **RELATIONSHIP TO POLICY FRAMEWORK**

Fees and charges form an integral part of the budget setting process, which in turn relates to the Council's priorities. Under the Medium Term Financial Strategy (MTFS), income generation is a specific initiative for helping to balance the budget.

#### **CONCLUSION OF IMPACT ASSESSMENT**

**(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, HR, Sustainability and Rural Proofing)**

The proposed increases are considered to be fair and reasonable; generally, equality considerations are provided for within the attached policy.

#### **LEGAL IMPLICATIONS**

The Fees and Charges Policy and the recommendations set out in this report take account of any statutory or other legal restraints, thus minimising the risk of any legal challenge.

**FINANCIAL IMPLICATIONS**

Detailed financial implications are set out in the relevant appendices, noting that the officer preferred options will meet the required inflationary increases already built into the 2016/17 draft budget. Any deviation from meeting the proposed inflationary increases would, in effect, constitute budget growth.

**OTHER RESOURCE IMPLICATIONS****Human Resources / Information Services / Property / Open Spaces:**

None specifically.

**SECTION 151 OFFICER'S COMMENTS**

The s151 Officer has contributed to this report, which is in her name (in her capacity as Chief Officer (Resources)).

**MONITORING OFFICER'S COMMENTS**

The Monitoring officer has been consulted and has no further comments to add.

**BACKGROUND PAPERS**

None

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