

Subject:	Fees and Charges 2018-19		
Date of Meeting:	23 January 2018		
Report of:	Executive Director Economy, Environment & Culture Executive Director Neighbourhoods, Communities & Housing		
Contact Officer:	Name:	Gemma Jackson	Tel: 01273 290721
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Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The purpose of this report is to set out the proposed 2018/19 fees and charges for the service areas covered by the Environment, Transport and Sustainability Committee in accordance with corporate regulations and policy.

2. RECOMMENDATIONS:

- 2.1 That Committee approves the proposed fees and charges for 2018/19 as set out within the report and its appendices.
- 2.2 That Committee delegates authority to the Executive Director of Economy, Environment & Culture (in relation to paragraphs 3.4-3.6 and 3.10-3.14) and to the Executive Director of Neighbourhoods, Communities & Housing (in relation to paragraphs 3.7-3.9) to increase any charges for fees as notified and set by central Government during the year.

Note: If the above recommendations are not agreed, or if the committee wishes to amend the recommendations, then the item will need to be referred to the Policy, Resources and Growth Committee meeting on 8th February 2018 to be considered as part of the overall budget. This is because the budget is being developed on the assumption that the fees and charges are agreed as recommended and any failure to agree, or a proposal to agree different fees and charges, will have an impact on the overall budget, which means it needs to be dealt with by Policy, Resources and Growth Committee as per the requirements of the constitution. This will not stop the committee from making recommendations to Policy, Resources and Growth Committee.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The council's Corporate Fees and Charges Policy requires that all fees and charges are reviewed at least annually and should normally be increased by either: the standard rate of inflation, statutory increases, or actual increases in the costs of providing the service.

- 3.2 The 4 Year Resources and Integrated Service & Financial Planning Update report approved at Policy and Resources Committee in July 2017 specified the assumption of a standard inflation increase to fees and charges of 2.0% with the exception of parking Penalty Charge Notices. The council's Standard Financial Procedures states that service committees shall receive a report from Executive Directors on fees and charges variations above or below the corporately applied rate of inflation
- 3.3 It is not always possible when amending fees and charges to increase by the exact inflation figure due to rounding. Therefore some fees and charges are rounded for ease of payment and administration.

City Transport - Highways (Appendix 1)

3.4 Highways

The majority of fees and charges will increase in line with the corporate rate of inflation with the following exceptions:

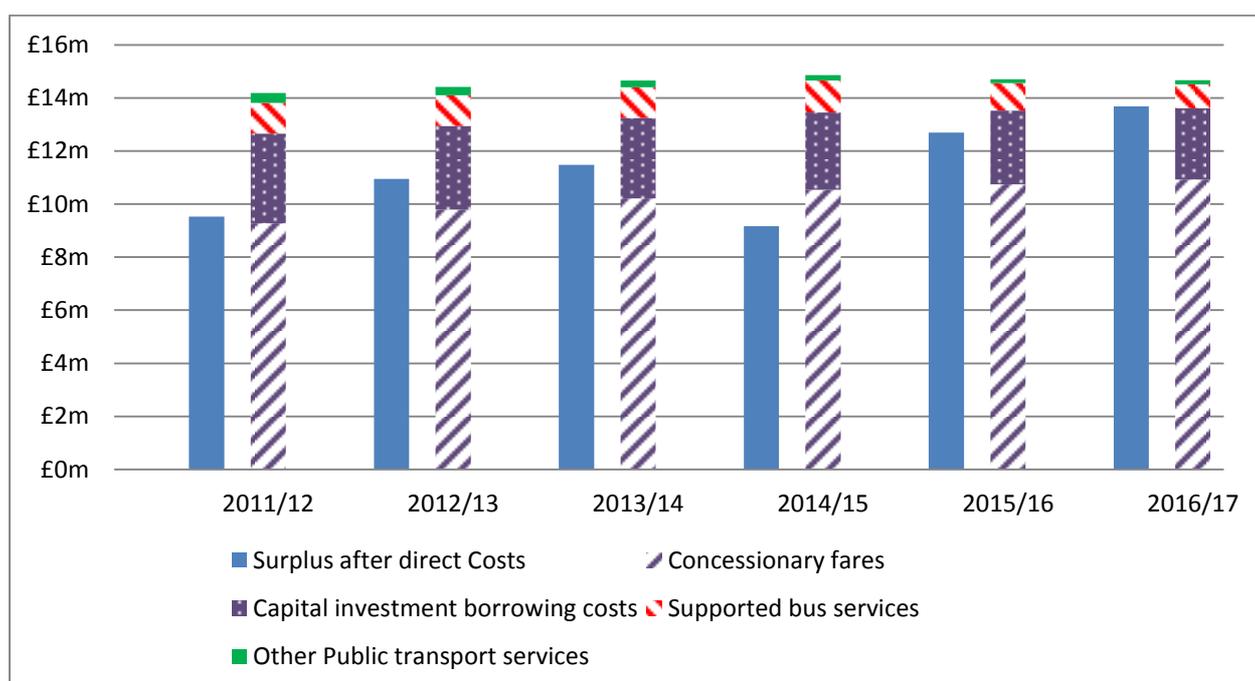
- Fees relating to Section 50 Opening Charges, Vehicle Crossover Inspections and Works on the Highway (installation of ramps) have been reviewed and amended to reflect the costs of associated inspections and officer time. The proposed fees have therefore been set to ensure cost recovery.
- The Scaffold, Hoarding and Skip licence fees were increased by 15% last year therefore it is proposed to keep the fees at the current rate for 2018/19 and instead increase Building Materials charges by higher rates and introduce the following new fees:
 - The introduction of a new licensing system has allowed the team to better check expired licences, Scaffolding companies are reminded via email to renew the licence through the system. Once the licence has expired the area is inspected. If the items remain the licence can be renewed manually by the officer. If the licence is renewed no inspection is needed, this additional fee for manually renewed licences will cover the cost of what is an unnecessary inspection and subsequent admin functions.
 - Cranes and similar apparatus used to be licensed under materials, this fee did not reflect the work required or conditions needed for items like cranes or work platforms. The introduction of a permit scheme has highlighted the need for a separate licence for cranes and the fee reflects the officer time and has been benchmarked against neighbouring authorities.

The Brighton and Hove Traffic Management Permit scheme was introduced on 30th March 2015 as a way to manage activities in the public highway and to minimise disruption from street and road works. To meet the additional cost of introducing and operating a permit scheme, the Traffic Management Act 2004 gives permit authorities the power to charge a fee in respect of certain activities. Fees have been set at levels that are expected to reasonably cover the cost of the scheme and are reviewed on an annual basis. It is proposed that fees will be maintained at existing rates in the 2018-19 financial year. A schedule of fees is available on the council website.

City Transport – Parking (Appendix 2)

3.5 On-Street Parking

Decriminalised Parking Enforcement (DPE) was introduced in July 2001 with the aim of reducing congestion and improving traffic management. Any surplus arising from on street parking is spent on qualifying expenditure as governed by section 55 of the Road Traffic Regulation Act 1984, as amended from October 2004 by section 95 of the Traffic Management Act 2004. The surplus generated from charges after direct costs contributes towards the part funding of bus subsidies, concessionary bus fares and Local Transport Plan costs. More information is available online in the Parking Annual Report 2016-17.



Improving air quality is a key traffic management objective in Brighton & Hove. Nationally, poor air quality reduces average life expectancy in the UK by over 6 months and is responsible for approximately 40,000 premature deaths annually. In some parts of Brighton & Hove, levels of nitrogen oxides exceed legal limits. As part of a range of measures to improve air quality, such as the introduction of a Low Emission Zone, parking charges can help to encourage less polluting travel options and reduce emissions. In Brighton and Hove, the Joint Strategic Needs Assessment includes local figures for the impact of local air quality on health.

A further key traffic management objective is to reduce congestion. Fees are set to manage demand for parking and reduce time taken driving around to find a space by increasing turnover of spaces particularly in high demand areas. Overall almost 80% of machines in the city still charge £1 per hour or £5.20 for all day parking.

The proposed 2018/19 fees follow a review of parking demand in the city and the objectives set out in the councils Local Transport Plan, therefore changes to the tariffs will not reflect the assumed 2% standard budgetary inflation value. A schedule of fees and charges is included at Appendix 2:

- It is proposed to reduce the banding of 50% discount for resident, traders and business permits from under 110g/km to under 100g/km.
- It is also proposed to include a 25% increase for vehicles over 166g/km for resident, traders and business permits.
- The base cost of Resident, Business and Traders permits will remain unchanged.
- It is proposed to increase the cost of a visitor permit purchased by residents in Zone's M (Brunswick & Adelaide), Y (Central Brighton North) & Z (Central Brighton South) from £3.50 to £4.50. This will ensure that the cost of a visitor permit is more reflective of the higher demand and cost of on-street parking within these areas, and to reduce demand of on-street parking within the city centre. In terms of current on-street charges Area M is £6.20 for 4 hours while Central Brighton is £10.40/£11 for 4 hours.
- Visitor permits in the low tariff areas will increase from £3.00 to £3.50 to reflect the cost of all day parking in the area which is currently £5.20 for 11 hours. This visitor permit remains good value and is cheaper than parking on-street for four hours (£4). If visitors wish to park for a shorter period there is pay & display parking spaces in many areas which cost £1 for one hour or £2 for two hour.
- Full details of proposed increases are shown in appendix 2.

Penalty Charge Notices (PCNs) are set by central government and cannot be changed independently.

3.6 Off-Street Parking

As with on-street parking charges, the proposed fees are considered to be at a level which reflects the administrations traffic management objectives, particularly to reduce congestion the city centre and promote alternative forms of transport. A schedule of fees and charges are included at Appendix 2:

- It is proposed to increase two rates at Regency Square car park between 8.3% and 11.1%. All other bands will remain unchanged. These changes take into account the continued increase in demand in these bands.
- It is proposed to increase the 9 hour tariff at Norton Road car park from £5 to £5.20 at a rate of 4%. This is to reflect current demand in the car park.
- It is proposed to increase the 4 hour tariff at the Lanes car park from £13 to £14 at a rate of 7.7%. This is to reflect current demand in the car park.
- All car park season ticket prices are to remain unchanged.

Regulatory Services (Appendix 3)

3.7 Environmental Health

It is proposed to increase the non-statutory fees and charges in line with the corporate rate of inflation.

3.8 Trading Standards

It is proposed to increase the non-statutory fees and charges in line with the corporate rate of inflation. Fees relating to store of explosive are set by statute.

Travellers Sites (Appendix 4)

3.9 Traveller Pitch Fees

The pitch fees for both the permanent and transit sites are legally, under The Mobile Homes Act 1983, permitted to be increased by the Retail Price Index (RPI) each year. These charges have been increased by the September 2017 RPI of +3.9%.

The service charges for both sites are set to recover the costs only. It is not proposed to vary the existing charges (set in March 2016) until there is more cost information to inform a change.

City Environmental Management (Appendix 5)

3.10 Allotments, Parks and Sports Bookings

Last year there was no proposed increase for fees and charges relating to allotment and parks' sports facilities as discussions got underway on the potential for self-managed facilities due to council budget reductions. These discussions continue with groups realising the potential of adopting a more commercial approach to self-management.

To ensure this progress can continue in a careful and considered manner, the delivery dates for savings have been put back. At the same time it is necessary for the council to fulfil its maintenance role and ensure a supported transition to any agreed self-managed facilities and so it is proposed that fees and charges are increased by 4% to give an inflationary increase this year and make up for no increase last year.

Any subsequent proposals from sports / allotment users that include alterations to fees and charges that are not in line with those agreed by members would be brought back to Committee for agreement.

It is proposed that Cityparks charges for donated trees and benches would be increased by the standard inflation rate of 2%.

3.11 Flyering Licenses

Flyering licences fees are set at a rate that is reasonably considered to allow appropriate regulation and minimisation of flyering activity, and to partly recover the cost of work required to clear litter generated from flyering activity. It is proposed to increase the charges by the standard inflation rate.

3.12 Commercial Waste Collection Service

A report to Policy and Resources Committee in July 2015 approved the introduction of a chargeable commercial waste collection service. It is proposed to maintain the current rates.

3.13 Green Waste Collection

A report to Environment, Transport and Sustainability Committee in June 2016 approved a chargeable garden waste collection service for an annual charge of £52 per household. It is proposed to maintain the current fee level as it is considered to be appropriate to recover the costs of providing the service.

3.14 Preston Park and East Brighton Park Parking

Car parking charges at Preston Park and East Brighton Park were introduced to manage the level of parking activity. Any surplus generated from parking income is ring fenced to fund improvement works at the parks. It is proposed to maintain fees at current levels as it is forecasted that a 2% increase would not have any significant impact on activity and would create a net cost to implement.

4. **ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

- 4.1 The proposed fees and charges in this report have been prepared in accordance with the council's fees and charges policy and form part of the proposed budget strategy. They take account of the requirement to increase by the corporate inflation rate of 2.0% (unless otherwise stated) and consideration has been given to other factors such as statutory requirement, cost recovery and prices charged by competitor / comparator organisations. Parking fees and charges are set to meet transport management objectives of managing demand for parking and reduce congestion.

5. **COMMUNITY ENGAGEMENT & CONSULTATION**

- 5.1 Where Traffic Regulation Orders are required for proposed Transport fee changes, objections received will be reported to this Committee at a future date.

6. **CONCLUSION**

- 6.1 Fees and charges are considered to be an important source of income in enabling services to be sustained and provided. A wide range of services are funded or part funded by fees and charges including those detailed in the report. The overall budget strategy aims to ensure that fees and charges are maintained or increased as a proportion of gross expenditure through identifying income generating opportunities, ensuring that charges for discretionary services and trading accounts cover costs, and ensuring that fees and charges keep pace with price inflation and/or competitor and comparator rates.
- 6.2 Fees and charges budgets for 2018/19 are assumed to increase by a standard inflation rate of 2.0% with the exception of those listed within this report. The council's Corporate Fees and Charges Policy requires that all fees and charges are reviewed at least annually and should normally be increased by either; the standard rate of inflation, statutory increase or increases in the costs of providing services.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The fees and charges recommended in this report have been reviewed in line with the Corporate Fees and Charges Policy, and budget assumptions approved by Policy, Resources and Growth Committee. The anticipated recurring financial impacts of fee changes will be reflected within service revenue budgets. Where changes meet the standard inflationary increase of 2% applied to all council income budgets (except statutory Penalty Charge Notices) and result in additional contributions toward the cost of services, including overheads and all allowable expenditure, changes to fees and charges can result in the achievement of a net budget saving. Where this is the case, this will be reflected in Integrated Service & Financial Plan proposals for the relevant service and will be incorporated within the revenue budget report to Policy, Resources & Growth Committee and Budget Council. Income from fees and charges will be reviewed as part of the budget monitoring process
- 7.2 There will be costs associated with advertising Traffic Regulation Orders (TROs) for changes to charges within the Transport service which will be met from existing revenue budgets.

Finance Officer Consulted: Gemma Jackson

Date: 04/12/17

Legal Implications:

- 7.3 The council needs to establish for each of the charges imposed both the power to levy charges of that type and, where applicable, the power to set the charge at a particular level. In some cases the amount of the charges is set by Government. In other cases where a figure is not prescribed, the amount that can be charged may be restricted to costs recovery. For discretionary charges such as commercial waste collection, charges can be set at a commercial rate determined by the Council. Special provisions apply in the case of parking charges which are set out below. In all cases, the council must act reasonably and ensure that any statutory formalities which govern the particular charge are complied with.
- 7.4 7.4 The Council is entitled to set parking charges at levels that will enable it to meet its traffic management objectives for example, by managing supply and demand for parking. Under section 55 of the Road Traffic Regulation Act 1984, as amended by the Traffic Management Act 2004, the Council must keep an account of all parking income and expenditure in designated (i.e. on-street) parking spaces which are in a Civil Enforcement Area, and of their income and expenditure related to their functions as an enforcement authority. The use of any surplus income from civil parking enforcement is governed by section 55 of the Road Traffic Regulation Act 1984 as amended. This allows any surplus to be used for transport and highways related projects and expenditure such as supported bus services, concessionary fares and Local Transport Plan projects.

Lawyer Consulted: Elizabeth Culbert

Date: 15/1/18

Equalities Implications:

- 7.5 Management of fees and charges is fundamental to the achievement of council priorities. The council's fees and charges policy aims to increase the proportion of costs met by the service user. Charges, where not set externally, are raised by corporate inflation rates unless there are legitimate anti-poverty considerations.

Sustainability Implications:

- 7.6 There are no direct sustainability implications arising from the recommendations in this report.

Any Other Significant Implications:

- 7.7 There are no other significant implications arising from the recommendations in this report.

SUPPORTING DOCUMENTATION

Appendices:

1. Proposed City Transport (Highways) Fees and Charges 2018-19
2. Proposed City Transport (Parking) Fees and Charges 2018-19
3. Proposed Regulatory Services Fees and Charges 2018-19
4. Proposed Travellers Sites Fees and Charges 2018-19
5. Proposed City Environmental Management Fees and Charges 2018-19

Documents in Members' Rooms

1. None

Background Documents

1. None