

Briefing Paper to accompany the Fees and Charges Register

1 Summary

- 1.1 The purpose of this report is to consider and approve the changes to charges detailed within the Council's fees and charges register. The fees and charges register will be maintained and updated for submission as part of the budget setting process on an annual basis, with the new fees agreed as a whole rather than on an individual basis.
- 1.2 The fees and charges register, contains details of all items for which a charge is made. It is important that these fees are reviewed at least annually as part of the budget setting process and reviewed during the year, in line with the Councils income policy. This will ensure existing targets are being met and to explore any further income potential to maximise the Councils resources.
- 1.3 Improving income management and service cost recovery has a key role to play in enabling the Council to achieve its financial and wider strategic objectives.
- 1.4 The fees and charges register has been reviewed by each Service area, and appropriate uplifts proposed. A general increase of 4% has been applied where no alternative basis has been applied.

2 Additions, removal and reduction of fees and charges are noted below along with any items where a significant increase has been applied:

The following new charges should be noted:

- 2.1 **Road Closures/Traffic Regulation Order** – a charge is proposed for amendments to existing temporary traffic road orders and notices.
- 2.2 **Traffic Signs, Signals and Parking** – a number of new charges are proposed including suspension of on-street parking, temporary parking dispensation and the switching on and off of permanent traffic lights.
- 2.3 **Registrations** – an additional charge has been proposed for a statutory fee for priority certificate 24-hour service.

3 The following removal of a charge should be noted:

- 3.1 **Road Tanker Fuel Measuring** – the charges relating to dipstick measuring systems are no longer relevant, as bulk tankers no longer have dipsticks due to working height regulations and bottom loading.
- 3.2 **Child burial fees** – it has been agreed to abolish child burial fees and abide by the memorandum of understanding between Welsh Government and Local Authorities, to assist families with funeral costs and to ensure a consistent approach across Wales.

3.3 Business desks in libraries where available – the service was introduced in 2017/18 on a trial basis which was unsuccessful. However, the service is exploring a formal offer to businesses with the Economy/Regeneration team instead.

4 The following areas have significant increases:

4.1 Water sampling – Risk Assessment for single dwelling supplies (by request only) - to bring this charge in line with the fee for a new risk assessment, an increase of £115 or 110% is proposed.

4.2 Burial Fees – an increase of 20% has been agreed for all burial fees to enable the Service savings target to be achieved.

4.3 Licenses, authorisations, permissions, agreements, approvals and notices (LAPAAN) – List of Streets – time taken to deal with ‘opinion in relation to the extent of county classified and unclassified highways’ has been reviewed and the charge brought in line with actual cost. It is therefore proposed to increase the fee for a desk top study by £110 or 123% and a desk top study plus site visit by £243 or 155%.

5 The following fees and charges are proposed to reduce from 1st April 2019:

5.1 Other Licences - Taxis

Private Hire Operator – admin charge for consideration of the application will reduce by 2% from £407 to £398

The taxi fees have been consulted on and approved by the appropriate committee. The fees were calculated using a detailed toolkit, devised and used across the Welsh Local Authority Licensing Services based on actual resource used and therefore open to fluctuation as consumption of resources from the previous year impacts on the calculation process. Income from fees with a reduction in price should be offset by those that have seen an increase.

Service Area	Service Charge Category	2019-20 Inflationary Increase/dec	Comments
REGULATORY SERVICES	Other Licences:		
	Gambling	0%	set by statute
	Animals	5%	service strategy
	Taxi	-2% to 15%	approved by Licensing Committee in December 2018
	Petroleum	0%	set by Health and Safety Executive
	Explosives	0%	set by Health and Safety Executive
	Miscellaneous	0% to 4%	0% Scrap metal - renewable every 3 years using All Wales Toolkit 0% Mobile Homes - renewable every 5 years using All Wales toolkit
	Water Sampling	0% to 110%	service strategy and risk assessment for single dwelling supplies 110% further details in the report
	Weights and Measures	-100% to 2.4%	Fees increased inline with Cymru Group, of which Powys is a member, based on Septembers inflation (CPI) of 2.4%. This has been adopted by a large majority of Local Authorities in Wales. Dipstick charges no longer exist, further detail contained in the report above.
	Food and H&S	0% - 13%	service strategy and a nationally set increase of 13% for a re-rating request
	Licensed Premises	0%	set by statute
	Building Control	0%	service strategy to leave fees as they are to remain competitive within the current market
	Planning	0%	set by Welsh Government
	Burial fees	-100% - 20%	child burial fees have been abolished and other burial fees have been increased by 20% further detail within the report above
Dog & Pest Control	4%	uplifted by the agreed inflationary rate of 4%	
FINANCE	Council Tax and NNDR - Summons and Liability Order	0%	as per Legislation maximum costs that can be charged in Wales is £70.00 (any combination)
LEISURE AND RECREATION	Catering	0% - 2%	School meals to be increased from September 2019
	Cleaning	0% - 18%	To enable the service to remain viable, prices have been increased to cover costs.
	Libraries	-100% - 33%	service strategy to increase some fees where possible and the removal of one fee relating to business desks, further information contained within the report.
	Museums	0% - 25%	service strategy to increase some fees where possible
	Archives	0% - 33%	service strategy to increase some fees where possible
HIGHWAYS, TRANSPORT AND RECYCLING	Car Parks	0%	a separate report will be submitted for approval by the Service once the agreed strategy has been agreed with the portfolio holder
	Waste Collection	0% - 20%	service strategy to increase fees where possible. Trade prices have been omitted for 2019/20 due to an agreement to allow flexible pricing to enable the service to remain competitive and also so that competitors cannot access Powys prices in respect of trade waste
	Licenses, authorisations, permissions, agreements, approvals and notices (LAPAAAN)	0% - 155%	7 new charges introduced and 123% and 155% increase to 2 fees under 'List of Streets' further detail contained within the report.
HOUSING	Private Sector Housing	0%	based on Welsh Government guidelines, maximum charge already implemented
LEGAL AND DEMOCRATIC	Registrations	0% to 175%	The 175% increase relates to the statutory fee for a certificate which will be raised to £11 across the board instead of the present 3-tier system of £4, £7 and £10 depending on when the certificate is issued. A new statutory fee for a priority certificate 24 hour service of £35 has been introduced.
	Land Charges	0%	service strategy to leave fees as they are
SCHOOLS	Schools	4% to 9%	Rent on School houses has been uplifted by the agreed inflationary rate of 4%. Home to School Transport pre and post 16 has been increased by 7% and 6% which equates to a £10 increase per term
SOCIAL CARE	Social Care	0%	part of Service strategy and Welsh Government guidelines
BUSINESS SERVICES	Careline	2%	inflationary increase based on CPI of 2.4%