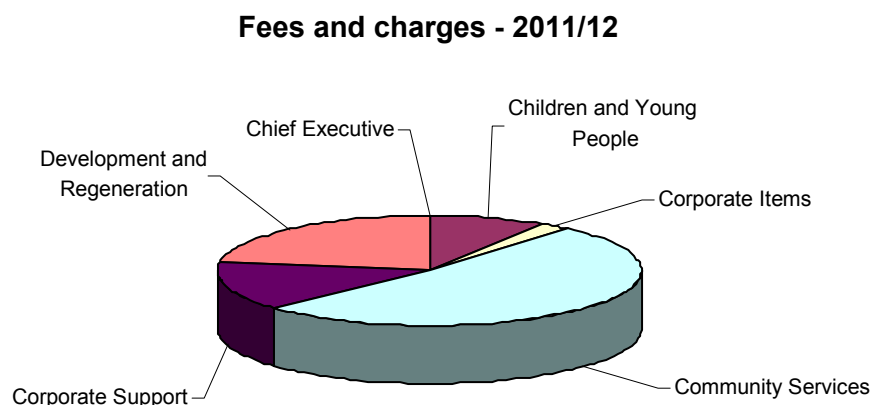


## Fees and Charges

### 1. Introduction

- 1.1 Councils have powers to charge for a wide range of services. Many of these powers derive from legislation that applies to specific service areas. However under the local Government Act 2003, Council's also have wide powers to charge for discretionary services.
- 1.2 Fees, charges and rents, will account for around 8% of the Council's income in 2011/12. The pie chart below shows income from fees and charges by Service (including investment interest):



### 2. Statutory Charges

- 2.1 A number of charges are determined by Statute and revisions to charges are normally made by the issue of annual regulations. Areas where statutory charges apply include:
- Adult Residential and Nursing care – uplifted in line with welfare benefit increase under statutory guidance (see below)
  - Certain Environmental fees and charges
  - Local land Searches – Are currently set to a statutory maximum.
  - Registration Services – Including Births, Deaths and Marriage certificates are charged at the statutory rates which are unchanged from April 2010.

### 3. Discretionary Charges

- 3.1 Service managers are expected to review charges as part of the annual budget setting exercise unless a service review has been, or is due, to be undertaken. The underlying principle outlined as part of the budget report in 2009/10 is that fees and charges should be reviewed annually and uplifted by the rate of inflation (RPI), currently 4.7%, with the exception of services where charges have been implemented or amended to fund services improvements or where benchmarking

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shows that the Council's costs may be low (or high) in comparison to those charged elsewhere.

- 3.2 In deciding whether to increase fees and charges departments continue to have regard to the current economic climate, as well as the impact of the recent increase in VAT from 17.5% to 20%.
- 3.3 Many of the Departmental Budget Delivery Plans, as presented to Council on 6 December 2010 and updated within this report, outline proposals to increase discretionary fees and charges.
- Bereavement Service – the Cremation fees and charges have been reviewed and amended. Benchmarked locally and increased above the rate of inflation.
  - Bulky Waste Collections – the bulky waste collection charge will increase from £15 to £20 from 1<sup>st</sup> April 2011
  - Car Parking - Proposed changes to charges are currently under public consultation where a range of changes have been proposed. It is proposed to increase, hold and reduce some charges as a package designed to generate income without deterring customers. The proposals strike a balance through a mixture of increasing income through higher charges and through incentivising people to purchase certain tariffs. Any proposals have to be considered with both the parking and wider transport policies/strategy. The implementation date is expected to be 1st March 2011 (subject to process)
  - Marine Services - Benchmarking has been undertaken which has highlighted, when comparing like for like, Plymouth City Councils charges, such as mooring fees, are not consistent with many other Authorities. Proposals are currently being drafted which will see charges rise to be more inline with other comparable Authorities. It is anticipated that these proposals will be implemented in April/May 2011 (subject to process).
- 3.4 Outside of the budget setting exercise, charges may be implemented or amended to fund service improvements or where benchmarking shows that the Council's costs may be low (or high) in comparison to those charged elsewhere. Where this is the case, increases would normally be agreed via a specific report to Cabinet The following increases have already been approved::
- Mount Edgcombe admission fees – a range of price increases from 7% to 30% have been applied to reflect current market prices, together with the introduction of incentive rates to target areas to enable growth. (Mount Edgcombe joint committee report – 10 December 2010)

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- Mount Edgcumbe car parking – charges have been increased by 50% to fall in line with price increases applied by Cornwall Council to neighbouring car parks. Parking permits have been increased by 120% from £25 to £55. (Mount Edgcumbe joint committee report – 10 December 2010)
- Taxi Trade – revised charges were agreed by Licensing Committee in August 2010. This is a trading undertaking and will not impact on the General Fund.

3.5 The setting of fees and charges is a complex process which involves an assessment of the market, benchmarking and other methods of determination. Those processes are not yet finalised in all areas and will need refinement before concrete proposals can be made, consequently, it is recommended that authority for determining the final level of fees and charges is delegated to the executive. Charges still to be reviewed include:

- Building Inspection Fees – Currently set to ensure cost recovery over a three year period and are being reviewed. Major changes are not anticipated as the amendments will amount to ‘fine tuning’ rather than major changes.
- Gambling and Gaming fees will be subject to a separate report in February 2011.
- The Charging Schedule for Highways agreements have been unchanged since March 2000 and it is proposed to increase most of the rates to from April 2011 to take account of current costs. The proposals are currently going through the usual approval process.

#### 4. Increases not previously reported

4.1 The following increases in fees and charges are now proposed with effect 1 April 2011 unless otherwise stated:

- Exclusive rights of burial in earthen graves. Deeds to rise by 10%
- Introduction of a fee for a lease of a forfeit grave, 10% less than a new grave deed fee
- Introduction of fee for 5 year lease of shrub - £108, renewal of lease £60
- Waste Disposal Charges will rise by 15% due to an increase in Landfill Tax of £8 per Tonne ( £48 2010/11 to £56 2011/12)
- Air quality monitoring. Fees set by tender exercise with Defra to provide these services
- Contaminated Land enquiry fees to rise from £62 to £75, (21%)

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- Beach Hut annual and monthly tenancies will increase by 25% as a result of a benchmarking exercise
- Trading Standards. “Buy with Confidence Scheme” membership fees will be frozen (£50 for a sole trader to £200 if 16 + employees)
- The increase for skin piercing licence will rise to Premises - £108, Person - £55
- The income from the sale of recyclables is significant but is dependant on market factors and we propose to seek the best available price for resaleable commodities.
- Neighbourhood and Environmental Quality – see Tables 1- 3 below
- Registration Services – Attendance at Approved premises for Marriages and Civil Partnerships, Discretionary fees and RBD attendance are reviewed on a regular basis. The fees for new bookings effective from April 2011 are included in the Table 4 below

### NEIGHBOURHOOD AND ENVIRONMENTAL QUALITY – FEES AND CHARGES 2011/12

#### Animal Health and Welfare Licences

Table 1

Licence	2010/11	2011/12
Dangerous wild animal	£275	£303
Breeding of dogs	£73	£128
Animal boarding establishments	£88	£154
Pet animals	£73	£128
Riding establishments	£185	£259

Based on Comparison with charges by similar councils

#### Stray Dog Release Fee

Table 2

Day of release	2010/11	2011/12	Statutory fee (Y/N)
Day 1	£63	£25	Y (£25)
Day 2	£83	£107	Y (£25)
Day 3	£109	£119	Y (£25)
Day 4	£109	£131	Y (£25)
Day 5	£109	£143	Y (£25)
Day 6	£109	£155	Y (£25)
Day 7	£170	£167	Y (£25)

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Based on Prescribed Fine of £25 (Environmental Protection (Stray Dogs) Regulations 1992)

### Pest Control treatments

Table 3

	2010/11	2011/12	Statutory fee (Y/N)
<b>Domestic</b> (all charges based on per treatment)			
Rats	£0	£0	N
Mice	£36	£45	N
Squirrels	£88	£110	N
Wasps	£36	£45	N
Fleas	£70	£88	N
<b>Commercial</b>			
Rats	£70 per hour	£88 per hour	N
Mice	£70 per hour	£88 per hour	N
Squirrels	£88 per treatment	£110 per treatment	N
Insect disinfestations	£70 per hour	£88 per hour	N

Based on

- Cost recovery for officer time
- Cost recovery for cost of treatment, e.g. products, equipment, etc.
- Benchmarking with other councils in regional West Pest Liaison Group

### Registration Fees

Table 4

	Fees 2010/11	Fees 2011/12 (Published April 2010)	Fees effective April 2011 (New Bookings)
<b>Approved Premises Licensing</b>			
New Application	£1420		£1,800
Renewal	£1036		£1,300
<b>Approved Premises attendance (M) &amp; (CP) Ext.</b>			
Mon - Sun	£293	£304	
Mon - Fri			£325
Sat			£350
Sun			£375
Bank Holiday	£358	£371	£400
<b>Approved Premises attendance (M) &amp; (CP) Int.</b>			
15 minute	£40	£40	£40 (as Stat fee)
30 minute (Mon – Sat)	£101	£105	
30 minute (Mon – Fri)			£100
30 minute (Sat)			£130
45 minute	£137	£142	

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45 minute (Mon – Fri)			£150
45 minute (Sat)			£180
<b>Celebratory Ceremonies</b>			
Weekday	£111	£113	£150
Saturday	£156	£159	£225
Sunday/Bank Holiday	£178	£182	£300
<b>Individual Citizenship</b>			
Weekday	£56		£75
Week evening	£88		£100
Saturday	£117		£200
Sunday	£152		£225
<b>Certificates</b>			
Priority Service (same day)	£5		£11
Postage (Standard service)			£0.50
<b>(M) &amp; (CP) Ceremony Booking Fee</b>			
Amendment fee			£5
Cancellation Fee			Lose booking and any amendment fee plus equivalent to 50% of advanced fee if less than 4 weeks notice

### 5. Publication of Charges

5.1 There are a number of areas for which the Council is required to publish its schedule of charges and these are listed below. They mainly affect Adult and Children's Social Care.

#### 5.2 Community Services

##### 5.2.1 Residential Care

Client contributions towards residential care are determined by statutory guidance. Clients are financially assessed and their contribution generally increases in line with the increase applied to welfare benefits.

The only exceptions to this are the very small number of clients who are placed in the Council's in-house residential homes who have the financial ability to pay the full cost of care. Under statutory guidance, Councils should calculate the full cost of residential care provided by homes run by the authority. This standard charge is also applied to other local authorities and Health organisations when they use the Council's in-house homes. The 2011/12 standard charge will be uplifted by the same inflation factor applied to welfare benefits.

### 5.2.2 Charging for Non Residential Adult Social Care Services

Client contributions towards community based services are subject to national statutory guidelines.

In line with the national personalisation agenda the Council has approved a revised Fairer Contributions Policy which underpins the principles for fairer charging set out in the 2009 DH guidance and will reflect local decisions that the maximum contribution will be set at 100% of the personal budget.

### 5.2.3 Staff Meals and Beverages

A number of staff have meals and beverages supplied due to the nature of their employment such as staff working in the residential homes.

It is recommended to increase the charges in future by applying the annual inflationary increases. Applying the October 2010 CPI of 3.2%, rounded for ease of collection, results in the following recommended changes.

Table 5

<b>Meal Charges</b>		
	Current	Proposed
Breakfast	£1.20	£1.25
Main meal – main course only	£2.20	£2.25
Dinner – two course	£3.15	£3.25
Tea	£0.70	£0.75
Snack / Supper	£1.25	£1.30
<b>Beverage Charges</b>		
Charge per month		
Hours worked per week – 30 +	£3.50	£3.60
Hours worked per week – under 30	£1.85	£1.90

## 5.3 Children's Services

### 5.3.1 Proposed Allowances for young people leaving care 2011/12

This paper sets out the proposed allowances for young people leaving care, effective from Monday 11 April 2011. Rates and increases will be based on the Department for Work and Pensions (DWP) benefit rates for 2011/12, when available. The following table sets out the proposed allowances.

Proposed Care Leaver Allowances 2011/12

Allowances are payable from 11 April 2011\*

Table 6

<b>Allowance Type</b>	<b>Weekly Rates 2010/11</b>	<b>Proposed New rates 2011/12</b>
Personal Allowance (where young person in own accommodation) Rate set by DWP	£51.85	£53.45
Young People in Custody	£10.00	£10.00
Hardship loan	£25.93	£26.73
Travel Costs	£14.00	TBC
Education and Training Incentive	£18.00	£18.00
Education or training equipment	£282.00	£282.00
Birthday & Festival Allowance (each)	£120.00	£60.00
Social and leisure Allowance	£267.00	£267.00
Payment to Supported Lodgings Carers (PCC Rates: 16 – 18)	£155.00 + £20.00 from young person	£155.00 + £20.00 from young person
Payment to Supported Lodgings Carers (PCC Rates: 18+)	£85.00* + £20.00 from young person	£85.00* +£20.00 from young person
Leaving Care Grant (One off payment)	£1,193.00	£1000.00
Found Placement	£50.00	£50.00
Maternity Grant	£500.00	£500.00
University Bursary	£2,000	£2,000
Birthday Allowance at 19	£20.00 £40.00 if in training	£20.00 £40.00 if in training

5.3.2 Other allowances can be payable dependent on a young persons living situation. In these cases the rates are determined using rates published by the DWP.



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- 5.3.3 The local authority is required to meet the accommodation costs of students studying at higher education or residential further education. These costs are dependent on individual arrangements.
- 5.3.4 Supported lodgings 18+, and housing support for young people who find their own accommodation. This charge was introduced following the withdrawal of Supporting People funding and will enable young people aged 18+ stay in supported lodgings, where it is deemed that they require the support of such a placement. This payment is in line with the payments made to providers via the Sustainable Independence Contracts.
- 5.3.5 The latter payment is in effect a “rent” payment, where a young person finds their own placement (generally a friend) and PCC has determined by way of an assessment that this is “suitable accommodation”. Housing costs are determined by market forces and as a result it is not possible to quantify these in this report.
- 5.3.6 Proposed Foster Carer Allowances 2011/12

This section sets out the proposed Foster Carer weekly maintenance rates, effective from Monday 11 April 2011. Rates have historically been set using the National Fostering Network recommended rates for local authority Foster Carers, the authority has decided there will be no increase to Band 2 carers and above in line with standardising inflation.

### Foster Carer Allowances 2011/12

Table 7

<b>Band 1 Foster Carer</b>	<b>Rates 2010/11</b>	<b>Proposed New rates 2011/12</b>
Age Band (yrs)	£	£
0 - 4	125.09	131.53
5 - 10	142.52	149.80
11 - 15	177.38	186.48
16+	215.74	226.80

<b>Bands 2-3-4 Foster Carer (Experienced, panel approved for full range of placements)</b>	<b>Rates 2010/11</b>	<b>Proposed New rates 2011/12</b>
Age Band (yrs)	£	£
0 - 4	164.50	164.50
5 - 10	179.13	179.13
11 - 15	208.25	208.25
16+	237.23	237.23

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<b>Band 3 - Reward (taxable payments paid in addition to maintenance)</b>	<b>Rates 2010/11</b>	<b>Proposed Rate 2011/12</b>
	£	£
Band 3	100.00	100.00

<b>Band 4 - Reward (taxable payments paid in addition to maintenance)</b>	<b>Rates 2010/11</b>	<b>Proposed Rate 2011/12</b>
	£	£
Band 4	411.00	411.00

**6. Recommendation**

6.1 The fees and charges as outlined above be approved.