

## **NORTH SOMERSET COUNCIL DECISION**

### **DECISION OF: THE DIRECTOR OF DEVELOPMENT AND ENVIRONMENT**



**DECISION NO: 18/19 DE 355**

**SUBJECT: DEVELOPMENT AND ENVIRONMENT FEES AND CHARGES 2019/2020**

**KEY DECISION: Yes**

#### **BACKGROUND:**

Fees and charges represent an important source of income, providing funding to assist in achieving the Council's objectives. Some of our fees and charges are effectively set by legislation but many are locally determined.

Income derived from charging will be used to offset the costs of providing the service being charged for, including support service costs. In setting an appropriate level of fees and charges, managers also take into account their client groups and corporate objectives

#### **DECISION:**

In accordance with the Council's constitution, this decision seeks approval for the proposed increases to fees and charges detailed in appendix 1 attached that are up to and including 5% or are estimated to generate additional annual revenue income of over £100,000.

#### **REASONS:**

- Raising revenue from charges for services is an important element in the overall financing of Council services and activities and helps to deliver service and strategic objectives.
- Consideration is therefore given, on a regular basis, to the scope for raising revenue through charges for services and to reviewing the appropriateness and adequacy of the levels of charges being proposed or actually in force.
- Services are generally given an increase in their income targets each year in accordance with agreed budget principles. This will be achieved through a combination of increases to fees and charges, increased use, and through rental and sales income where appropriate. Where information is available, changes to fees and charges will take account of changing circumstances and patterns of service use as well as known and predicted changes to service costs.
- There is a general policy presumption that the levels of fees and charges should rise, each year, in line with the rate of inflation. Accordingly, the charges proposed in each service area should be sufficient to meet the additional fees and charges income reflected in the final draft budget, which is detailed in an annual report to the Executive.

- The following represents the range of factors, which service managers need to take into account when setting fees and charges:-
  - Charges determined by primary or secondary legislation
  - Service costs, including inflation
  - Service supply and demand
  - Market conditions
  - Benchmarking with other authorities and other provider
  - Full cost recovery for services provided
  - Affordability

### Planning

Pre application advice for additional meetings. These costs have been reduced to avoid over cost recovery as the costs of these services are largely built in to the standard advice charges

### Licensing

Some services have reduced in price as a result of the introduction of a new tier structure. This will not result in a material change to income.

### **OPTIONS CONSIDERED:**

Service Managers considered alternative pricing within the guidance / framework as described above.

### **FINANCIAL IMPLICATIONS:**

In general terms, the 2019/20 budget setting process added 1.25% to income budgets, although in some areas a specific additional target was included. The fees set out in this decision notice are designed to ensure that these budget targets are achievable.

### **LEGAL POWERS AND IMPLICATIONS**

Trading and charging for services has been a feature of local government for a considerable time. Specific powers to charge for services are contained in a variety of local government statutes. The Local Authorities (Goods and Services) Act 1970, the Local Government Act 2003 and the Localism Act 2011 empower councils to charge for discretionary services on a cost recovery basis

### **CONSULTATION**

The changes are in accordance with the Council's policy guidance and principles and, as such, no consultation has been undertaken. The revised fees and charges will be published on the Council's website.

### **RISK MANAGEMENT**

In some cases, increases in fees and charges can be a disincentive to the take up services. No material risks have been identified in this respect.

### **EQUALITY IMPLICATIONS**

Have you undertaken an Equality Impact Assessment? No

The changes are in accordance with the Council's policy guidance and principles. No significant negative equality implications have been identified.

### **CORPORATE IMPLICATIONS**

The contribution made by charging for council services supports other strategic objectives of the council.


### **BACKGROUND PAPERS**

Report to Executive 12 April 2016 – 2016/17 Fees and Charges Schedule  
<http://apps.n-somerset.gov.uk/cairo/docs/doc27320.pdf>

16/17 DE 302 Development and Environment Fees and Charges 2017/2018 – Flexible Pricing Policy

**SIGNATORIES:**

**DECISION MAKER(S):**

Signed:  Assistant Director (Placemaking and Growth) Development and Environment. In accordance with paragraph 1.5 of the Council's constitution (May 2018), officer authorisations and delegations

Date: 8/3/2019

*Estimated additional / reduced Income (per annum) between £100,000 and £300,000 or Increase / decrease in charge over 5% and up to 10%*

Service being charged	2018/19 charge	2019/20 charge	% increase	Is this a new charge? (Y/N)
<b><u>Leisure &amp; Halls</u></b>				
<b>Badminton – Junior charges apply to 7pm after this time adult charges apply</b>				
Adult	£9.40	£9.50	1.06%	No
Junior	£6.30	£6.40	1.59%	No
<b>Sports Hall hire</b>				
2 court adult	£18.80	£19.00	1.06%	No
2 court junior	£12.60	£12.80	1.59%	No
4 court	£37.60	£38.00	1.06%	No
<b>Swimming</b>				
Adult	£4.95	£5.00	1.01%	No
Junior	£3.25	£3.30	1.54%	No
Family swim	£12.70	£12.90	1.57%	No
Swim Card				No
W/O Leisure Key adult	£49.50	£50.00	1.01%	No
W/O Leisure Key junior	£32.50	£33.30	2.46%	No
With Leisure Key adult	£39.60	£40.00	1.01%	No
With Leisure Key junior	£26.00	£26.40	1.54%	No
<b><u>Day Delegate Packages</u></b>				
Full day package - external	£27.00	£27.50	1.85%	No
Half day inc lunch - external	£20.00	£20.50	2.50%	No
Half day no lunch - external	£17.00	£17.50	2.94%	No
Full day package - NSC net	£19.00	£19.50	2.63%	No
Half day no lunch - NSC - net	£13.00	£13.50	3.85%	No
<b><u>Meeting Rooms</u></b>				

Standard per hour	£13.50	£14.00	3.70%	No
Community per hour	£10.00	£10.50	5.00%	No
Half day 4 HRS - standard - BACK OFFICE	£39.50	£40.50	2.53%	No
Full day 8 hrs - standard BACK OFFICE	£76.50	£78.00	1.96%	No
<i>Half day 4 HRS - NSC BACK OFFICE PRICING</i>	£27.50	£28.00	1.82%	No
<i>Full day 8 HRS - NSC BACK OFFICE PRICING</i>	£45.00	£46.00	2.22%	No
<b>Conference Room 1 or 4</b>				
Standard per hour	£27.50	£28.00	1.82%	No
Community per hour	£19.50	£20.00	2.56%	No
Half day 4 HRS - standard BACK OFFICE	£108.00	£110.00	1.85%	No
Full day - 8 HRS standard BACK OFFICE	£164.00	£167.00	1.83%	No
<i>Half day 4 HRS - NSC BACK OFFICE PRICING</i>	£82.00	£84.00	2.44%	No
<i>Full day 8 HRS - NSC BACK OFFICE PRICING</i>	£137.00	£140.00	2.19%	No
<b>Conference Room 2 or 3</b>				
Standard per hour	£35.50	£36.00	1.41%	No
Community per hour	£22.50	£23.00	2.22%	No
Half day 4 HRS - standard BACK OFFICE	£127.50	£130.00	1.96%	No
Full day - 8 HRS standard BACK OFFICE	£203.00	£207.00	1.97%	No
<i>Half day 4 HRS - NSC BACK OFFICE PRICING</i>	£99.00	£101.00	2.02%	No
<i>Full day 8 HRS - NSC BACK OFFICE PRICING</i>	£153.00	£156.00	1.96%	No
<b>Locking Castle Children's Centre</b>				
Play Rooms 1&2, Kitchen - Standard hourly	£35.50	£36.00	1.41%	No
Play Rooms 1&2, Kitchen - Community hourly	£24.00	£24.50	2.08%	No
Meeting Room - Standard per hour	£13.50	£14.00	3.70%	No
Meeting Room - Community per hour	£10.00	£10.50	5.00%	No
<b>Conferencing Equipment to hire - EXTERNAL</b>				
TV/Video/DVD	£53.00	£54.00	1.89%	No
Data Projector (includes screen FOC) - full day	£53.00	£54.00	1.89%	No
Laptop only - full day	£53.00	£54.00	1.89%	No

Flip chart	£11.50	£12.00	4.35%	No
<b>Conferencing Equipment to hire - INTERNAL NSC</b>				
TV/Video/DVD	£43.00	£44.00	2.33%	No
Data Projector (includes screen FOC) - full day	£43.00	£44.00	2.33%	No
Laptop only - full day	£43.00	£44.00	2.33%	No
<b>Conference Refreshments - EXTERNAL</b>				
tea/coffee cakes per head	£3.10	£3.20	3.23%	No
tea/coffee half cakes and half fruit	£3.10	£3.20	3.23%	No
<b>Conference Refreshments - INTERNAL NSC</b>				
tea/coffee cakes per head	£2.75	£2.80	1.82%	No
<b>Sports Hall</b>				
Adult per hour	£9.40	£9.50	1.06%	No
Junior per hour (available until 7pm)	£6.30	£6.40	1.59%	No
Half hall - adult per hour/badminton/basketball	£18.80	£19.00	1.06%	No
Half hall - junior per hour/badminton/basketball (until 7pm)	£12.60	£12.80	1.59%	No
Private hire profit making organisations per hour	£27.50	£28.00	1.82%	No
Private hire profit making organisations per hour - half hall	£13.75	£14.00	1.82%	No
<b>Main Hall</b>				
Standard (and Private) per hour	£27.50	£28.00	1.82%	No
Community per hour	£19.50	£20.00	2.56%	No
<b>Pool</b>				
Hire of Pool (Hourly - Standard)	£47.50	£48.50	2.11%	No
Hire of Pool (Hourly - Community)	£28.00	£28.50	1.79%	No
Adult Swim	£4.95	£5.00	1.01%	No
Child Swim	£3.25	£3.30	1.54%	No
Family Swim (2 Adults, 3 Children)	£12.70	£12.90	1.57%	No
<b>Castlebatch</b>				
Whole Hall - Community	£12.50	£13.00	4.00%	No
Whole Hall - Private	£15.00	£15.50	3.33%	No

Meeting Room - Community	£8.20	£8.50	3.66%	No
Meeting Room - Private	£11.20	£11.50	2.68%	No
Kitchen - Community	£4.30	£4.50	4.65%	No
Kitchen - Private	£7.65	£8.00	4.58%	No
Whole Building - Community	£25.00	£25.50	2.00%	No
Whole Building - Private	£30.00	£30.50	1.67%	No
<b>Somerset Hall Room Hire Only</b>				
Foyer (Half day 4hs)	£62.00	£63.00	1.61%	No
Foyer (Full day 8hs)	£102.00	£104.00	1.96%	No
Foyer and half hall (Half day 4hs)	£112.50	£115.00	2.22%	No
Foyer and half hall (Full day 8hs)	£153.00	£156.00	1.96%	No
Foyer and whole hall (Half day 4hs)	£133.00	£136.00	2.26%	No
Foyer and whole (Full day 8hs)	£189.00	£193.00	2.12%	No
<b>Environmental Protection</b>				
Dog Warden Service - Stray Dogs (VAT exempt) Fixed Charge Per Recovery	£52.00	£54.00	3.85%	No
Dog Warden Service - Stray Dogs (VAT exempt) returned without kennelling	£27.00	£28.00	3.70%	No
Dog collection service	£72.00	£75.00	4.17%	No
Environment - Contaminated Land Enquiries - Minimum Fee (less than 30mins)	£40.00	£42.00	5.00%	No
Environment - Contaminated Land Enquiries - Per Hour (or part thereof)	£76.00	£79.00	3.95%	No
Public Health Funerals - Administration Fee without property search	£350.00	£365.00	4.29%	No
Public Health Funerals - Administration Fee with property search	£680.00	£710.00	4.41%	No
Scrap metal dealers - site licence	£1,300.00	£1,350.00	3.85%	No
Scrap metal dealers - collectors licence	£600.00	£630.00	5.00%	No
<b>Licensing</b>				
Vehicle licences - transfer of ownership	£49.00	£50.00	2.04%	No
Operators (3 year licences) - Up to 2 vehicles	£549.00	£450.00	-18.03%	No
Operators (3 year licences) - 3 to 5 vehicles	£1,050.00	£750.00	-28.57%	No
Operators (3 year licences) - 6 to 10 vehicles	£2,061.00	£1,350.00	-34.50%	No
Operators (3 year licences) - 11 to 20 vehicles	£3,084.00	£2,850.00	-7.59%	No

Operators (3 year licences) - 21+ vehicles	£0.00	£3,750.00		No
Vehicle plate holder	£0.00	£7.50		No
Adhesive Plate fixing kit	£0.00	£5.00		No
Exemption from requirement to display private hire vehicle plate		£20.00		Yes
<b>Development Management</b>				
<b>Pre-application advice -Level 3, standard service</b>				
Type 8 major	£6,000.00	POA		No
<b>Pre-application advice -Additional meetings</b>				
Type 4 major	£500.00	£300.00	-40.00%	No
Type 5 major	£500.00	£300.00	-40.00%	No
Type 6 major	£500.00	£300.00	-40.00%	No
Type 7 major	£500.00	£300.00	-40.00%	No
Type 8 major	£500.00	£300.00	-40.00%	No
<b>Trading Standards and Food Safety</b>				
<b>Acupuncture, Skin Piercing, Electrolysis:</b>				
Pre application advice per hour	£66.00	£ 67.00	1.52%	No
Initial Registration - Person	£102.00	£ 104.00	1.96%	No
Initial Registration - Premises	£102.00	£ 104.00	1.96%	No
Change to Registration Certificate	£41.00	£ 42.00	2.44%	No
Combined Registration (Person and Premises)	£137.00	£ 139.00	1.46%	No
Change to New Premises	£102.00	£ 104.00	1.96%	No
Temporary Premises Registration	£61.00	£ 62.00	1.64%	No
<b>Animal Licensing (VAT Exempt):</b>				
<b>Home Boarding, day care, catteries/kennels:</b>				
Application & Renewal Application Fee	£89.00	£ 90.00	1.12%	No
Fee to grant licence (one year)	£157.00	£ 159.00	1.27%	No
Fee to grant licence (two years)	£206.00	£ 209.00	1.46%	No
Fee to grant Licence (three years)	£255.00	£ 259.00	1.57%	No
<b>Dog Breeding:</b>				



Application & Renewal Application Fee	£89.00	£ 90.00	1.12%	No
Fee to grant licence (one year)	£157.00	£ 159.00	1.27%	No
Fee to grant licence (two years)	£206.00	£ 209.00	1.46%	No
Fee to grant Licence (three years)	£255.00	£ 258.00	1.18%	No
<b>Selling Animals as Pets:</b>				
Application and Renewal Application fee	£89.00	£ 90.00	1.12%	No
Fee to grant licence (one year)	£157.00	£ 159.00	1.27%	No
Fee to grant licence (two years)	£206.00	£ 209.00	1.46%	No
Fee to grant Licence (three years)	£255.00	£ 259.00	1.57%	No
<b>Hiring of Horses (1-20 horses):</b>				
Application and Renewal Application fee	£89.00	£ 90.00	1.12%	No
Fee to grant licence (one year)	£170.00	£ 172.00	1.18%	No
Fee to grant licence (two years)	£265.00	£ 269.00	1.51%	No
Fee to grant Licence (three years)	£355.00	£ 360.00	1.41%	No
<b>Hiring of Horses (20+ horses):</b>				
Application and Renewal Application fee	£89.00	£ 90.00	1.12%	No
Fee to grant licence (one year)	£220.00	£ 223.00	1.36%	No
Fee to grant licence (two years)	£365.00	£ 370.00	1.37%	No
Fee to grant Licence (three years)	£510.00	£ 516.00	1.18%	No
<b>Training or Keeping Animals for Exhibition:</b>				
Application and Renewal Application fee	£89.00	£ 90.00	1.12%	No
Fee to grant Licence (three years)	£157.00	£ 159.00	1.27%	No
<b>Combination of Animal Licensing Activities:</b>				
Application and Renewal Application fee	£89.00	£ 90.00	1.12%	No
<b>Variation of a Licence:</b>				
Application and Renewal Application fee - if inspection required	£76.00	£ 77.00	1.32%	No
Re-evaluation of Rating [including inspection]	£108.00	£ 109.00	0.93%	No
<b>Dangerous Wild Animal Licence:</b>				
Initial Fee	£259.00	£ 262.00	1.16%	No

Renewal	£259.00	£ 262.00	1.16%	No
Transfer	£259.00	£ 262.00	1.16%	No
<b>Zoo Licences</b>				
Initial Fee	£445.50	£ 451.00	1.23%	No
Grant of Licence	£264.00	£ 267.00	1.14%	No
Renewal and Periodical Inspection	£264.00	£ 267.00	1.14%	No
Special/Informal Inspections	£243.00	£ 246.00	1.23%	No
Transfer	£254.00	£ 257.00	1.18%	No
<b>BUSINESS:</b>				
Change of Ownership	£195.00	£ 198.00	1.54%	No
Confirmation of Registration	£98.00	£ 100.00	2.04%	No
Product Process Development per hour	£79.00	£ 80.00	1.27%	No
Associated Sampling charge per sample	£37.00	£ 38.00	2.70%	No
Specialist Business Advice per hour TS FS	£79.00	£ 80.00	1.27%	No
Business Training Courses pp / per day FS	£85.00	£ 86.00	1.18%	No
Business Training Courses pp / per half day	£43.00	£ 44.00	2.33%	No
Safer Food Direct - Two hours support	£189.00	£ 192.00	1.59%	No
Additional Food Officer Advice time per hour	£79.00	£ 80.00	1.27%	No
Revisit premises to early re-rate	£137.00	£ 139.00	1.46%	No
Safer Food Better Business Pack	£25.00	£ 26.00	4.00%	No
Eat Out, Eat Well (healthy eating award) per hour	£79.00	£ 80.00	1.27%	No
<b>Explosives Regulations 2014 (Fireworks)</b>				
Health Certificates	£61.00	£ 62.00	1.64%	No
<b>Petroleum Spirit Certification*</b>				
Fee for environmental searches for details of petroleum at any particular site	£51.00	£ 52.00	1.96%	No
Petroleum information searches per hour	£77.00	£ 78.00	1.30%	No
Bespoke petroleum installation and location advice	£79.00	£ 80.00	1.27%	No
<b>Safety of Sports Grounds:</b>				
Stadium Safety Certificate	£2,025.00	£2,050.00	1.23%	No

Certificate for Covered Stand	£1,013.00	£1,025.00	1.18%	No
<b>Training / Lectures:</b>				
<b>Food Hygiene</b>				
Level 2 Award Food Safety in Catering	£92.00	£ 93.00	1.09%	No
Exam Re-Sit Fee	£49.00	£ 50.00	2.04%	No
Replacement Certificate	£49.00	£ 50.00	2.04%	No
Level 2 Award in Healthier Food etc	£85.00	£ 86.00	1.18%	No
Level 2 Award in Allergen Awareness	£55.00	£ 56.00	1.82%	No
<b>Weights and Measures</b>				
Weighbridge Operators Certificate (subject to knowledge test)	£50.00	£ 51.00	2.00%	No
<b>Public Rights of Way</b>				
<b>Highways Statement and/or Declaration</b>				
Application fee	117.50	119.00	1.28%	No
Joint landowner statement/highways statement and	154.00	156.00	1.30%	No
<b>Public path order</b>				
Pre application and further negotiations (per hour)	57.70	58.00	0.52%	No
Informal consultations and report	815.00	825.00	1.23%	No
Drafting, publishing and confirming order	1,590.00	1,610.00	1.26%	No
Advertising costs (estimate)	900.00	911.00	1.22%	No
<b>Copy order and map</b>				
collected	6.60	6.70	1.52%	No
including p and p	7.90	8.00	1.27%	No
<b>Events</b>				
Category A - Small event commercial	£340.00	£350.00	2.94%	No
Category A - Small non commercial	£225.00	£230.00	2.22%	No
Category A - Medium commercial	£510.00	£520.00	1.96%	No
Category A - Medium non commercial	£337.00	£345.00	2.37%	No
Category A - Medium charity	£135.00	£140.00	3.70%	No
Category B - Small event commercial	£175.00	£180.00	2.86%	No

Category B - Small non commercial	£115.00	£120.00	4.35%	No
Category B - Small charity	£60.00	£60.00	0.00%	No
Category B - Medium commercial	£262.00	£270.00	3.05%	No
Category B - Medium non commercial	£172.00	£175.00	1.74%	No
<b>Highways</b>				
<b>Manual Classified Counts (plus VAT)</b>				
<b>Data is normally for 12 hours (7am-7pm) on one day</b>				
<i>Prices are for first site and extra sites included in same request</i>	<b>First Site</b>	<b>First Site</b>		
link count	£103.00	£105.00	1.94%	No
high volume link > 15,000 vehs	£150.00	£152.00	1.33%	No
t-junction	£150.00	£152.00	1.33%	No
x-roads	£206.00	£209.00	1.46%	No
	<b>Extra Site</b>	<b>Extra Site</b>		
link count	£62.00	£63.00	1.61%	No
high volume link > 15,000 vehs	£91.00	£92.00	1.10%	No
t-junction	£91.00	£92.00	1.10%	No
x-roads	£125.00	£127.00	1.60%	No
<b>Automatic traffic counts (plus VAT)</b>				
<b>Data for 24 hours for one week or more for first site and extra sites in same request</b>				
	<b>First Site</b>	<b>First Site</b>		
up to four weeks data	£103.00	£104.29	1.25%	No
up to four weeks data plus speed and classifications	£157.00	£158.96	1.25%	No
three days speed only data	£100.00	£101.25	1.25%	No
summary data query	£58.00	£58.73	1.25%	No
RAB turning count per arm	£100.00	£101.25	1.25%	No
one year's worth of data for 12 consecutive months	£284.00	£287.55	1.25%	No
	<b>Extra Site</b>	<b>Extra Site</b>		
up to four weeks data	£62.00	£62.78	1.25%	No
up to four weeks data plus speed and classifications	£95.00	£96.19	1.25%	No

three days speed only data	£61.00	£61.76	1.25%	No
summary data query	£61.00	£61.76	1.25%	No
RAB turning count per arm	£61.00	£61.76	1.25%	No
one year's worth of data for 12 consecutive months	£170.00	£172.13	1.25%	No
<b>Network Management</b>				
<b>Dropped kerb vehicle access</b>				
Dropped kerb vehicle access	£184.50	£186.50	1.08%	No
For applications with planning consent where access arrangements have been stipulated/agreed	£134.50	£136.00	1.12%	No
Retrospective Licence to locate skips, scaffolding, hoarding, fencing, building materials or objects on the	£284.50	£288.00	1.23%	No
Any amendment to a licence already issued	£0.00	£30.00		Yes
Licence to over-sail the highway using a Tower or Mobile crane	£150.00	£151.50	1.00%	No
Retrospective licence to over-sail the highway using a Tower or Mobile Crane	£300.00	£303.50	1.17%	No
<b>Cultivation of the Highway</b>				
New Application: £60.00	£0.00	£60.00		Yes
Renewal Fee: per year	£0.00	£60.00		yes
<b>Seafront</b>				
Beach Hut Hire	915	930	1.64%	No

