

## **NORTH SOMERSET COUNCIL DECISION**

**DECISION OF:** THE DIRECTOR OF PLACE

**WITH ADVICE FROM:** ASSISTANT DIRECTOR PLACEMAKING AND GROWTH  
AND ASSISTANT DIRECTOR NEIGHBORHOOD AND TRANSPORT



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**DECISION NO:** 21/22 DP 411

**SUBJECT:** Place Directorate Fees and Charges 2022-23

**KEY DECISION:** YES

**REASON:** The decision affects services across North Somerset.

### **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 A that are up to and including 5% or are estimated to generate additional annual revenue income up to £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 wherever possible. 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 providers
  - Full cost recovery for services provided
  - Affordability

#### **OPTIONS CONSIDERED:**

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

#### **FINANCIAL IMPLICATIONS:**

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.

#### **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

#### **CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS**

NA

#### **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

## **CORPORATE IMPLICATIONS**

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

## **APPENDICES**

Appendix 1 list of increases

## **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:  Director of Place

Date: 7 March 2022

| <b>Appendix A</b>  |                       |                       |                   |
|--|-----------------------|-----------------------|-------------------|
| <b>Service being charged</b>   | <b>2021/22 charge</b> | <b>2022/23 charge</b> | <b>% increase</b> |
| <b>Promotions on NSC Land</b>  |                       |                       |                   |
| Commercial promotion - off peak  | £235.00               | £245                  | 4.26%             |
| Commercial promotion - on peak   | £530.00               | £540                  | 1.89%             |
| Charity Promotion - on peak  | £143.00               | £150                  | 4.90%             |
| <b>Events on NSC Land</b>  |                       |                       |                   |
| Seafront Premium - Small event commercial  | £450.00               | £465.00               | 3.33%             |
| Seafront Premium - Medium commercial   | £670.00               | £685.00               | 2.24%             |
| Seafront Premium - Medium non commercial   | £445.00               | £460.00               | 3.37%             |
| Seafront Premium - Medium charity  | £210.00               | £220.00               | 4.76%             |
| Category A - Small event commercial  | £360.00               | £370.00               | 2.78%             |
| Category A - Small non commercial  | £235.00               | £245.00               | 4.26%             |
| Category A - Medium commercial   | £535.00               | £545.00               | 1.87%             |
| Category A - Medium non commercial   | £355.00               | £365.00               | 2.82%             |
| Category A - Medium charity  | £145.00               | £150.00               | 3.45%             |
| Category B - Medium commercial   | £280.00               | £290.00               | 3.57%             |
| Funfair - Premium Seafront   | £500.00               | £520.00               | 4.00%             |
| Funfair - Category A   | £400.00               | £420.00               | 5.00%             |
| <b>Highways Engineering</b>  |                       |                       |                   |
| Basic information (Road Accident information for commercial use exclusive of VAT)  | £115.00               | £120.00               | 4.35%             |
| Further information - per accident   | £2.20                 | £2.30                 | 4.55%             |
| Stage 1 <b>and</b> 2 Road Safety Audits under £30k scheme  | £600.00               | £625.00               | 4.17%             |
| Stage 1 <b>and</b> 2 Road Safety Audits £30k-250k scheme   | £1,100.00             | £1,150.00             | 4.55%             |
| Any participation in any external audit <b>or</b> Stage 1,2,3 schemes over £250k and all Stage 4 audits requiring quotations to be charged at per hr | £45.00                | £47.00                | 4.44%             |
| <b>Hutton Moor</b>   |                       |                       |                   |
| Hire of Pool (Hourly - Standard)   | £49.50                | £50.00                | 1.01%             |
| Hire of Pool (Hourly - Community)  | £29.00                | £29.50                | 1.72%             |
| Adult Swim   | £5.05                 | £5.25                 | 3.96%             |
| Child Swim   | £3.35                 | £3.50                 | 4.48%             |
| Family Swim (2 Adults, 3 Children)   | £13.10                | £13.50                | 3.05%             |
| School Swim  | £2.75                 | £2.85                 | 3.64%             |
| <b>Badminton – Junior charges apply to 7pm after this time adult charges apply</b>   |                       |                       |                   |
| Adult Badminton  | £9.75                 | £10.15                | 4.10%             |
| Junior/OAP Badminton   | £6.60                 | £6.85                 | 3.79%             |
| Four Badminton Court   | £39.00                | £41.00                | 5.13%             |
| <b>Squash – junior charges apply to 7pm after this time adult charges apply</b>  |                       |                       |                   |
| Adult Squash   | £7.00                 | £7.30                 | 4.29%             |
| Junior/OAP Squash  | £4.95                 | £5.15                 | 4.04%             |
| Adult Swimming   | £5.05                 | £5.25                 | 3.96%             |
| Junior/OAP Swimming  | £3.35                 | £3.50                 | 4.48%             |
| Family Swim  | £13.10                | £13.50                | 3.05%             |
| School Swim  | £2.75                 | £2.85                 | 3.64%             |
| <b>Planning</b>  |                       |                       |                   |

|   |                      |            |          |
|---|----------------------|------------|----------|
| <b>Historic environment records</b>                   |                      |            |          |
| Records search  | £120.00              | £125.00    | 4.17%    |
| Shape file (per hour)                                 | £55.00               | £60.00     | 9.09%    |
| <b>Pre-application advice</b>                         |                      |            |          |
| <b>Level 3, standard serve</b>                        |                      |            |          |
| Householder   | £120.00              | £125.00    | 4.17%    |
| Type 1 minor  | £200.00              | £205.00    | 2.50%    |
| Type 2 minor  | £500.00              | £510.00    | 2.00%    |
| Type 3 minor  | £1,000.00            | £1,020.00  | 2.00%    |
| Type 1 major  | £2,000.00            | £2,040.00  | 2.00%    |
| Type 1 major (PAAF)                                   | £4,000.00            | £4,100.00  | 2.50%    |
| Type 2 major  | £4,000.00            | £4,100.00  | 2.50%    |
| Type 2 major (PAAF)                                   | £6,000.00            | £6,150.00  | 2.50%    |
| Type 3 major  | £6,000.00            | £6,150.00  | 2.50%    |
| Type 4 major  | £1,000.00            | £1,020.00  | 2.00%    |
| Type 5 major  | £15,000.00           | £15,400.00 | 2.67%    |
| Type 6 major  | £20,000.00           | £20,500.00 | 2.50%    |
| Type 7 major  | £25,000.00           | £25,600.00 | 2.40%    |
| Type 8 major  | Price on application |            |          |
| <b>Additional meetings</b>                            |                      |            |          |
| Type 2 major  | £300.00              | £305.00    | 1.67%    |
| Type 4 major  | £300.00              | £305.00    | 1.67%    |
| Type 5 major  | £300.00              | £305.00    | 1.67%    |
| Type 6 major  | £300.00              | £305.00    | 1.67%    |
| Type 7 major  | £300.00              | £305.00    | 1.67%    |
| Type 8 major  | £300.00              | £305.00    | 1.67%    |
| <b>Level 2, initial advice in principle</b>           |                      |            |          |
| Type 1 minor  | £100.00              | £105.00    | 5.00%    |
| Type 2 minor  | £250.00              | £255.00    | 2.00%    |
| Type 3 minor  | £500.00              | £510.00    | 2.00%    |
| Type 1 major  | £1,000.00            | £1,020.00  | 2.00%    |
| Type 2 major  | £2,000.00            | £2,040.00  | 2.00%    |
| Type 3 major  | £3,000.00            | £3,060.00  | 2.00%    |
| Type 4 major  | £4,000.00            | £4,080.00  | 2.00%    |
| Type 5 major  | £5,000.00            | £5,100.00  | 2.00%    |
| Type 6 major  | £6,000.00            | £6,120.00  | 2.00%    |
| Type 7 major  | £7,000.00            | £7,140.00  | 2.00%    |
| Type 8 major  | Price on application |            |          |
| Change of use (non commercial)                        | £250.00              | £0.00      | -100.00% |
| Pre-submission validity check                         | £80.00               | £85.00     | 6.25%    |
| Advice about existing legal agreement                 | £80.00               | £85.00     | 6.25%    |
| Written advice about the need for planning permission | £80.00               | £85.00     | 6.25%    |
| <b>Level 1, informal meeting</b>                      |                      |            |          |
| Type 1 minor  | £100.00              | £105.00    | 5.00%    |

|  |                      |  |       |
|--|----------------------|--|-------|
| Type 2 minor   | £100.00              | £105.00                                | 5.00% |
| Type 3 minor   | £100.00              | £105.00                                | 5.00% |
| Type 1 major   | £300.00              | £305.00                                | 1.67% |
| Type 2 major   | £300.00              | £305.00                                | 1.67% |
| Type 3 major   | £300.00              | £305.00                                | 1.67% |
| Type 4 major   | £300.00              | £305.00                                | 1.67% |
| Type 5 major   | £300.00              | £305.00                                | 1.67% |
| Type 6 major   | £300.00              | £305.00                                | 1.67% |
| Type 7 major   | £300.00              | £305.00                                | 1.67% |
| Type 8 major   | £300.00              | £305.00                                | 1.67% |
| Change of use (non commercial)   | £100.00              | £105.00                                | 5.00% |
| <b>Planning Performance Agreements (PPA)</b>   |                      |  |       |
| PPA level 1  | £1,500.00            | £1,550.00                              | 3.33% |
| PPA level 2  | £3,000.00            | £3,100.00                              | 3.33% |
| PPA level 3  | £6,000.00            | £6,200.00                              | 3.33% |
| PPA level 4  | £12,000.00           | £12,400.00                             | 3.33% |
| PPA level 5  | Price on application |  |       |
| <b>Other</b>   |                      |  |       |
| Return of invalid applications handling charge where there is a delayed response for missing information | £35.00               | £35.50                                 | 1.43% |
| Fast track householder application service   | n/a                  | £150.00                                |       |
| Fast track prior approval householder application service  | n/a                  | £75.00                                 |       |
| Summary of site planning history and designation   | £10.00               | Withdrawn                              |       |
| Talks and presentations to external groups (archaeology, conservation etc)                               | £137.50              | £140.00                                | 1.82% |
| <b>Publications</b>  |                      |  |       |
| North Somerset replacement local plan (adopted 23 March 2007)  | £55.00               | Withdrawn                              |       |
| Core Strategy (adopted April 2012) now incorporating remitted policies Core Strategy (January 2017)      | £30.00               | £31.00                                 | 3.33% |
| Sites and Policies Plan Part 1: Development Management Policies (July 2016)                              | £30.00               | £31.00                                 | 3.33% |
| Sites and Policies Plan Part 2: Site Allocations Plan (April 2018)                                       | £30.00               | £31.00                                 | 3.33% |
| <b>Public Rights of Way</b>  |                      |  |       |
| Landowner Statements and Declarations Page 15  | £122.00              | £123.50                                | 1.23% |
| Landowner Statements and Declarations Page 15  | £160.00              | £162.00                                | 1.25% |
| Public Path Order Page 19  | £59.00               | £59.70                                 | 1.19% |
| Public Path Order Page 19  | £835.00              | £845.00                                | 1.20% |
| Public Path Order Page 19  | £1,630.00            | £1,650.00                              | 1.23% |
| Public Path Order copy Order inc p&p Page 19   | £8.10                | £8.20                                  | 1.23% |
| Public Path Order Cancellation Fee where PPO process has begun - insert on Page 19                       |                      | £250 + Advertising Costs if applicable |       |
| Written Response to Enquiries Page 23  | £26.30               | £26.60                                 | 1.14% |
| Written Response to Enquiries Additional Page 23   | £15.20               | £15.40                                 | 1.32% |

|  |         |         |       |
|--|---------|---------|-------|
| <b>Campus</b>  |         |         |       |
| <b>Day Delegate Packages</b>                         |         |         |       |
| Full day package - external                          | £28.50  | £29.00  | 1.75% |
| Half day inc lunch - external                        | £21.50  | £22.00  | 2.33% |
| Half day no lunch - external                         | £18.00  | £18.50  | 2.78% |
| Full day package - NSC net                           | £20.50  | £21.00  | 2.44% |
| Half day no lunch - NSC - net                        | £14.50  | £15.00  | 3.45% |
| <b>Meeting Rooms</b>                                 |         |         |       |
| Standard per hour                                    | £15.00  | £15.50  | 3.33% |
| Community per hour                                   | £11.50  | £12.00  | 4.35% |
| Half day 4 HRS - standard - BACK OFFICE              | £41.50  | £42.50  | 2.41% |
| Full day 8 hrs - standard BACK OFFICE                | £80.50  | £82.00  | 1.86% |
| Half day 4 HRS - NSC BACK OFFICE PRICING             | £29.00  | £29.50  | 1.72% |
| Full day 8 HRS - NSC BACK OFFICE PRICING             | £47.50  | £48.50  | 2.11% |
| Hourly NSC Price                                     | £12.50  | £13.00  | 4.00% |
| <b>Conference Room 1 or 4</b>                        |         |         |       |
| Standard per hour                                    | £29.00  | £29.50  | 1.72% |
| Community per hour                                   | £21.00  | £21.50  | 2.38% |
| Half day 4 HRS - standard BACK OFFICE                | £113.50 | £116.00 | 2.20% |
| Full day - 8 HRS standard BACK OFFICE                | £172.00 | £175.00 | 1.74% |
| Half day 4 HRS - NSC BACK OFFICE PRICING             | £86.50  | £88.00  | 1.73% |
| Full day 8 HRS - NSC BACK OFFICE PRICING             | £145.00 | £148.00 | 2.07% |
| <b>Conference Room 2 or 3</b>                        |         |         |       |
| Standard per hour                                    | £37.00  | £37.50  | 1.35% |
| Community per hour                                   | £24.00  | £24.50  | 2.08% |
| Half day 4 HRS - standard BACK OFFICE                | £134.00 | £136.50 | 1.87% |
| Full day - 8 HRS standard BACK OFFICE                | £213.50 | £218.00 | 2.11% |
| Half day 4 HRS - NSC BACK OFFICE PRICING             | £104.50 | £106.50 | 1.91% |
| Full day 8 HRS - NSC BACK OFFICE PRICING             | £161.00 | £164.00 | 1.86% |
| <b>Locking Castle Children's Centre</b>              |         |         |       |
| Play Rooms 1&2, Kitchen - Standard hourly            | £37.00  | £37.50  | 1.35% |
| Play Rooms 1&2, Kitchen - Community hourly           | £25.50  | £26.00  | 1.96% |
| Meeting Room - Standard per hour                     | £15.00  | £15.50  | 3.33% |
| Meeting Room - Community per hour                    | £11.50  | £12.00  | 4.35% |
| <b>Conferencing Equipment to hire - EXTERNAL</b>     |         |         |       |
| Data Projector (includes screen FOC) - full day      | £56.00  | £57.00  | 1.79% |
| Data Projector (includes screen FOC) - half day      | £56.00  | £57.00  | 1.79% |
| Laptop only - full day                               | £56.00  | £57.00  | 1.79% |
| Laptop only - half day                               | £56.00  | £57.00  | 1.79% |
| Flip chart   | £13.00  | £13.50  | 3.85% |
| Display boards                                       | £13.00  | £13.50  | 3.85% |
| <b>Conferencing Equipment to hire - INTERNAL NSC</b> |         |         |       |
| Data Projector (includes screen FOC) - full day      | £46.00  | £47.00  | 2.17% |
| Data Projector (includes screen FOC) - half day      | £46.00  | £47.00  | 2.17% |
| Laptop only - full day                               | £46.00  | £47.00  | 2.17% |

|   |        |        |       |
|---|--------|--------|-------|
| Laptop only - half day  | £46.00 | £47.00 | 2.17% |
| Flip chart  | £11.00 | £11.50 | 4.55% |
| Display Boards  | £11.00 | £11.50 | 4.55% |
| <b>Conference Refreshments - EXTERNAL</b>                     |        |        |       |
| tea/coffee biscuits per head                                  | £2.40  | £2.50  | 4.17% |
| tea/coffee cakes per head                                     | £3.30  | £3.40  | 3.03% |
| tea/coffee half cakes and half fruit                          | £3.30  | £3.40  | 3.03% |
| <b>Conference Refreshments - INTERNAL NSC</b>                 |        |        |       |
| tea/coffee cakes per head                                     | £2.90  | £3.00  | 3.45% |
| tea/coffee half cakes and half fruit                          | £2.90  | £3.00  | 3.45% |
| <b>Sports Hall</b>  |        |        |       |
| Adult per hour  | £19.50 | £20.30 | 4.10% |
| Junior per hour (available until 7pm)                         | £13.20 | £13.70 | 3.79% |
| Half hall - adult per hour/badminton/basketball               | £9.75  | £10.15 | 4.10% |
| Half hall - junior per hour/badminton/basketball (until 7pm)  | £6.60  | £6.85  | 3.79% |
| Private hire profit making organisations per hour             | £29.00 | £29.50 | 1.72% |
| Private hire profit making organisations per hour - half hall | £14.50 | £14.75 | 1.72% |
| <b>Main Hall</b>  |        |        |       |
| Standard (and Private) per hour                               | £29.00 | £29.50 | 1.72% |
| Community per hour  | £21.00 | £21.50 | 2.38% |
| <b>Pool</b>   |        |        |       |
| Hire of Pool (Hourly - Standard)                              | £50.00 | £51.00 | 2.00% |
| Hire of Pool (Hourly - Community)                             | £29.50 | £30.00 | 1.69% |
| Adult Swim  | £5.05  | £5.25  | 3.96% |
| Child Swim  | £3.35  | £3.50  | 4.48% |
| Family Swim (2 Adults, 3 Children)                            | £13.10 | £13.50 | 3.05% |
| <b>Castlebatch</b>  |        |        |       |
| Whole Hall - Community  | £14.00 | £14.50 | 3.57% |
| Whole Hall - Private  | £16.50 | £17.00 | 3.03% |
| Meeting Room - Private  | £12.50 | £13.00 | 4.00% |
| Kitchen - Private   | £12.50 | £13.00 | 4.00% |
| Whole Building - Community                                    | £26.50 | £27.00 | 1.89% |
| Whole Building - Private                                      | £31.50 | £32.00 | 1.59% |
|   |        |        |       |