

**SUBJECT: REVIEW OF THE AUTHORITY'S FEES & CHARGES PROPOSED FOR INCLUSION WITHIN THE 2017-18 BUDGET**

**DIRCTORATE: RESOURCES - FINANCE**

**MEETING: SPECIAL CABINET**

**DATE: 16<sup>th</sup> DECEMBER 2016**

**DIVISION/WARDS AFFECTED: ALL**

**1 PURPOSE:**

- 1.1 To review fees and charges made for services across the Council and identify proposals for amending charges with effect from April 2017.

**2 RECOMMENDATION:**

- 2.1 That the proposed fees and charges for 2017/18 identified for each type of chargeable service made, as outlined in Appendix 1, be adopted.
- 2.2 That the increase in charges takes effect at a date no later than 1st April 2017, with any pressures resulting from increases taking place after this date to be managed by Chief Officers within their respective directorate budget allocations.
- 2.3 That Chief Officers effectively manage the budget pressures highlighted by services not increasing charges in line with the 2.5% increase assumed in the 2017-21 MTFP. Consideration should also be given to the cost effectiveness and administrative costs that result from implementing small increases to existing charges.

**3 BACKGROUND:**

- 3.1 WAO recently completed a timely national study called "Charging for Services and generating income by local authorities" dated 10 November 2016 which looked at national context and Councils robustness in setting fees and charges. Their summary conclusions and recommendations were that,
- 3.2 WAO commonly regarded that a wide range of payment options for collecting charges was available and are mostly offered. MCC currently provides a range of payment methods such as Direct Debits, Internet/automated telephone payments, Cash/cheques receipted by a cashier, and Telephone payment taken by a cashier. These methods are more expensive when they involve staff or fees for processing card payments. The collection costs are not passed on explicitly to payers, but are part of the costs of running the Council.
- 3.3 In considering good practice, Authorities tend to promote payment options that have the lowest transaction costs and are the cheaper to administer and provide – payment by direct debit for example – as well as increasing to seek payments in advance to

mitigate having to chase for non-payment and arrears. Technology can be put to good effect to improve payment security and reduce transaction costs. Innovative ways to pay for services include payment via authority websites, payment using mobile phones for example to pay for ticketless parking, and the cashless payment for services such as school meals using smartcards. The use of technological payment solutions is beginning to increase across the Principality, but not universally, and its roll out is often dependent on the new system not costing more than traditional methods of collecting income. Progress in using digital and smartphone applications to make payments, whilst widely acknowledged as a potential area for improvement and growth in the future, is in the early stages of being rolled out across Welsh Authorities.

- 3.4 As an indication of the specific Monmouthshire context, direct debits remain MCC's preferred payment method, and the Council is actively trying to move away from cash. Currently 76% of our Council Tax customers pay by direct debit compared to the Welsh average of 60%. 45% of income receipted through our cash system is through automated telephone payments. A cashless system for schools is currently being introduced (2 went live from October) and the anticipation is this facility will be available to all schools in time for start of next financial year. Web based payment facilities are available but could be enhanced. Payment functionality is available through the recent My Monmouthshire app but would need to be configured/integrated with existing systems. In that regard a full review of MCC income is being undertaken and the market is being evaluated pending our cashiering system contract being renewed in April 2018.
- 3.5 WAO, whilst acknowledging that the legal basis for setting and managing charges is complex, conclude that authorities are not always strategic in their approach to charging, such that Authorities are aware of the broad legal restrictions in place when reviewing charges, but many have not addressed the opportunities and risks in developing policies to generate income. MCC is reported as being an early adopter of an income generation strategy, but as yet this hasn't identified any major opportunities to derive significant income above inflationary growth.
- 3.6 This may be because Local authorities need to balance their income aspirations with the ability of their communities to pay more. In that regard there is a very mixed picture in how well Welsh authorities generate income from charges, and Welsh authorities are often highlighted as not generating as much income from charges as counterparts in England and Scotland.
- 3.7 So whilst charging for services is a recognised feature of some local authority activities, many services have traditionally been provided at little or no direct charge to the user. The provision of services at low, or no, charge has led to citizens often receiving heavily subsidised or free services in return for paying their council tax. The reductions in public funding and financial uncertainty created by 'Brexit' has brought charging into sharper focus for local authorities. Authorities are being encouraged by the Welsh Government to look to charges in a way that was not considered 10 years ago.
- 3.8 Part of the WAO examination involved providing a map of weekly median pay per Council area. This has been converted into the following table,

Gross Weekly Median Pay	Councils
£0-£399	
£400-£424	Ceredigion, Blaenau Gwent

£425-£449		Gwynedd, Denbighshire, Merthyr Tydfil
£450-£474		Carmarthenshire, Newport, Pembrokeshire, Powys, Rhondda Cynon Taff
£475-£499		Anglesey, Conwy, Caerphilly, Neath Port Talbot, Swansea, Torfaen, Wrexham
£500-£524		Bridgend, Cardiff, Vale of Glamorgan
£525-£549		
£550-£574		Flintshire
£575-£599		
£600+		Monmouthshire

The table above shows that the range of gross weekly pay in 2014-15 ranged from £403 in Blaenau Gwent to £610 in Monmouthshire. The perceived theory is that Authorities where earnings are higher will be better placed to charge and raise more income than those where income levels remain low, and certainly fees & charges can be expected to be a more important/significant part of Monmouthshire's annual budget setting given the historically low funding per capita the Council derives from central government, and given the regard that Councils have towards Council tax affordability and comparisons.

- 3.9 In conclusion the WAO study does provide a helpful provocation. It has only recently become available to us and will require further study to better understand what particular aspects of this national review are pertinent to address in the Monmouthshire context. The anticipation is this intelligence will be available to Future Monmouthshire initiative in addressing our 4 year budget setting consideration starting in 2018/19.

#### **4 METHODOLOGY**

- 4.1 When reviewing charges, local authorities will increasingly need to consider both the options for reducing the level of subsidy they provide to services, but also the socio-economic circumstances of their local community.
- 4.2 At a more detailed level, different services have different clients groups and the decision to increase or introduce charges will have very different impacts, both positive and negative. Consequently from a medium term financial planning perspective there is a planning assumption to only raise charges in accordance with inflation, and for 2017-18 a 2.5% inflation assumption has been made. This means however that unless there is a beneficial change in how many people use the service or a reduction in running costs, the authority will derive little financial benefit/headroom from setting a charge in line with inflation.
- 4.3 Consequently the consideration to raise charges to any higher level remains with the service manager and Directorate management teams who have a closer understanding of their customer base and the socio economic circumstances of their local communities.

#### **5 REASONS:**

- 5.1 To identify the charges to be adopted for 2017/18 financial year.
- 5.2 To ensure that resultant pressures are also identified in order to allow them to be managed by Chief Officers within their respective directorate budgets.

- 5.3 To identify scope for increasing charges beyond the 2.5% increase modelled in the draft revenue budget proposals, or to consider charging where there is scope to charge for services for which there is currently no charging regime.

## **6 RESOURCE IMPLICATIONS:**

- 6.1 This report seeks to bring all fees and charges together in one report for Member consideration instead of individual reports being presented for each service.
- 6.2 The fees and charges report 2017/18 is consistent with the final budget report that will be recommended to Council during the February cycle, and includes an assumed 2.5% increase in income in the base budget, together with revisions recommended by service managers to refine their income budgets as reflected by the forecasted income projections in the current 2016/17 financial year.
- 6.3 There are a few budget setting proposals to raise external income above inflationary levels, these have been highlighted in purple for Members. There are some additional proposals in waste that haven't yet been adjusted but could also have an effect on income levels but these are proposed to be considered separately in response to a service managers' report.
- 6.4 In the 2017/18 financial year, there is anticipated to be an increase in the external income budgets from £14.2 million to £14.7 million before revision.
- 6.5 Some charges cannot be increased in line with the medium-term financial planning assumption of 2.5%, as a result of there being specific restrictions imposed on the level of charges e.g. legislation, national tariffs. Some income budgets are also suffering strain during 2016/17 and it is anticipated that this pressure will carry into 2017/18, and there continues to be situations where the manager intends to manage the additional income through increased activity rather than increasing unit fees and charges. These illustrative pressures, as outlined in appendix 1, will need to be managed within directorates' 2017/18 revenue budget proposals and as part of the ongoing budget setting process. Currently this pressure is forecast as £408,000 gross, of which £366,000 was prudently recognised as a pressure in the budget proposals, so there is a net £42,000 for service managers to manage, predominantly affecting TICs, Passenger transport, Housing Careline, and Adult Education.
- 6.6 Any other budget pressures that may be generated as a result of fees and charges identified by the MTFP model (and subsequently being increased by 2.5% by the model) not being contained in appendix 1, possibly as a result of them not falling within a charging regime, will also need to be managed within directorates' 2017/18 revenue budget proposals.

## **7 FUTURE GENERATIONS CONSIDERATION:**

- 7.1 An evaluation has been provided in Appendix 2 to consider the effect of fee increases on future generations and protected characteristics. The Council will provide specific services to individuals with protected characteristics e.g. age, disability etc. It is difficult to quantify the extent of impact without regard to individual circumstances, vulnerability and access to welfare and support payments, but there are anticipated to be affordability considerations for those individuals whose resources are deemed sufficient to pay for their own services.

- 7.2 The Council maintains a variety of means testing aspects in the provision of services to the more vulnerable. These mechanisms will continue.
- 7.3 It is inherently difficult to presume individuals will not have less disposable income if Councils fees and charges increase. However as Council tax receipts and revenue support grant is insufficient to fund the full extent of Council services, the provision of fees and charges helps sustain these services into the future for customers where the traditional alternative would be to withdraw services.

## **8 CONSULTEES:**

- 8.1 Senior Leadership Team  
All Cabinet Members  
Head of Legal Services  
Head of Finance

## **9 BACKGROUND PAPERS:**

- Appendix 1 – Proposed Fees and Charges for 2017/18 budget
- Appendix 2 – Future Generations Assessment.

## **10 AUTHOR:**

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## **11 CONTACT DETAILS:**

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DIR	Service Area	Service being charged for	Charging Policy	Inflation adjusted budget 2017/18 (2.5%)	Managers early indication of annual income 2017/18 £	Proposed Charges for 2017/18 £:p	Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service
<b>ENTERPRISE DIRECTORATE</b>				<b>4,757,824</b>	<b>4,734,639</b>		<b>23,597</b>
<b>ENT</b>	<b>Countryside</b>	Public Path Orders	Recovery of actual costs	-	-	Actual costs incurred	-
		High Hedge Determinations	Maximum allowable	-	-	£320 per inspection	-
<b>ENT</b>	<b>Old Station</b>	Old station Tintern Car Parking	Inflation increase and optimising visitor dwell times	17,495	17,907	£1.00; £3.50; £15.00 (season). Manager intends to address increased income through activity not fee increase	-
		Old station Tintern Camping	Inflation increase (rounded) & simplifying charging structure	2,213	2,213	£4.00 Manager intends to address increased income through activity not fee increase	-
		Old station Signal Box Hire	Inflation increase taking account of	3,075	3,075	£65 - £95 Manager intends to address increased income through activity not fee increase	-

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		Old station Tintern Sales	Inflation increase	25,625	25,625	Variable event charges and shop sales	-
		Old station Tintern Catering	Inflation increase	9,243	9,243	Per rental agreement	-
<b>ENT</b>	<b>Caldicot Castle</b>	Caldicot Castle Admission Charges	Subject to further consideration through current visitor study; intention to drive up visitor numbers and new approach proposed	38,950	38,950	Maintain free general admission, variable events and activity charging	-



		Caldicot Castle Country Park Caravan Rallies	Inflation increase (rounded)	3,588	2,050	£6.00	1,538
<b>DIR</b>	<b>Service Area</b>	<b>Service being charged for</b>	<b>Charging Policy</b>	<b>Inflation adjusted budget 2017/18 (2.5%)</b>	<b>Managers early indication of annual income 2017/18 £</b>	<b>Proposed Charges for 2017/18 £:p</b>	<b>Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service</b>
<b>ENT</b>	<b>TICs</b>	Tourist Information Centres - Sales etc.	RRP & Market	30,153	15,000	Various	15,153
<b>CEO</b>	<b>Libraries</b>	DVD Loans	Annual Increase	-	-	Budget proposal to cease DVD loans	-
		Audio & Visual Loans	Annual Increase	4,480	4,480	£1.35 Per 3 week loan	-
		Overdue Charges	Annual Increase	15,494	15,494	21p per day, max charge £15.00 For concessionary groups, 11p per day, max charge £7.50	-
		Internet Usage	Annual Increase	13,791	13,791	£1.00 per half hour for non- member	-
		Photocopying	Annual Increase	4,015	4,015	From 20p to 35p per sheet.	-

		Reservation Fees (Inter Library Loans)	Annual Increase	639	639	£4.10 per reservation	-
<b>DIR</b>	<b>Service Area</b>	<b>Service being charged for</b>	<b>Charging Policy</b>	<b>Inflation adjusted budget 2017/18 (2.5%)</b>	<b>Managers early indication of annual income 2017/18 £</b>	<b>Proposed Charges for 2017/18 £:p</b>	<b>Pressure where 2.5% MTFP increase assumption is not likely to be implemented, or historic income shortfall requiring address by service</b>
		Promotional Sales Commission	Annual Increase	4,309	4,309		-
<b>ENT</b>	<b>Leisure Sites</b>	Sporting Equipment	Annual Increase	-	-	Range from £1.35 - £28.50 depending on item purchased	-
		Abergavenny		6,582	6,582	Manager intends to address increased income through activity not fee increase	-
		Monmouth		4,803	4,803		-
		Chepstow		6,002	6,002		-
		Caldicot		4,803	4,803		-

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		Swimming Badges	Annual Increase	-	-	Range from £3.00 - £8.60	
		Abergavenny		2,402	2,402	Manager intends to address increased income through activity not fee increase	-
		Monmouth		3,001	3,001		-
		Chepstow		1,891	1,891		-
		Caldicot		3,480	3,480		-
		Cafeteria & Bar	Annual Increase	-	-	Range from 35p - £9.00	-
		Abergavenny		28,297	28,297	Manager intends to address increased income through activity not fee increase	-
		Monmouth		14,349	14,349		-
		Chepstow		47,464	47,464		-
		Caldicot		11,038	11,038		-
		Vending Machines	Annual Increase	-	-	Range from 30p - £3.80	-

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		Abergavenny		52,983	52,983	Manager intends to address increased income through activity not fee increase	-
		Monmouth		49,824	49,824		-
		Chepstow		60,710	60,710		-
		Caldicot		38,633	38,633		-
		Swimming Lessons	Annual Increase	-	-	Range from £0 - £250	-
		Abergavenny		109,224	109,224	Manager intends to address increased income through activity not fee increase	-
		Monmouth		-	-		-
		Chepstow		106,941	106,941		-
		Caldicot		98,855	98,855		-
		Sauna	Annual Increase	-	-	Range from £1.00 - £17.80	-

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		Abergavenny		3,503	3,503	Manager intends to address increased income through activity not fee increase	-
		Monmouth		-	-		-
		Chepstow		4,982	4,982		-
		Caldicot		2,996	2,996		-
		Sports Classes	Annual Increase	-	-	Range from 0p - £100	-
		Abergavenny		24,706	24,706	Manager intends to address increased income through activity not fee increase	-
		Monmouth		18,954	18,954		-
		Chepstow		40,596	40,596		-
		Caldicot		13,033	13,033		-
		Swimming Pool Usage	Annual Increase	-	-	Range from £0 - £61.50	-
		Abergavenny		54,499	54,499	Manager intends to address increased income through activity not fee increase	-

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		Monmouth		-	-		-
		Chepstow		52,327	52,327		-
		Caldicot		36,736	36,736		-
		Sports Hall Bookings	Annual Increase	-	-	Range from £5.70 - £43.60	-
		Abergavenny		12,393	12,393	Manager intends to address increased income through activity not fee increase	-
		Monmouth		11,038	11,038		-
		Chepstow		16,557	16,557		-
		Caldicot					
		Room Lettings	Annual Increase	-	-	Range from £13.80 - £24.80	-
		Abergavenny		2,320	2,320	Manager intends to address increased income through activity not fee increase	-
		Monmouth		13,246	13,246		-
		Chepstow		38,270	38,270		-
		Caldicot		30,014	30,014		-
ENT	Fitness Suites	Sale of Equipment – Fitness	Annual Increase	-	-	Range from £2.00 - £13.50	-

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		Abergavenny		5,519	5,519	Manager intends to address increased income through activity not fee increase	-
		Monmouth		3,698	3,698		-
		Chepstow		4,416	4,416		-
		Caldicot		2,759	2,759		-
		Fitness Suite Inductions	Annual Increase	-	-	Range from 0p - £30.00	-
		Abergavenny		-	-	Manager intends to address increased income through activity not fee increase	-
		Monmouth		3,864	3,864		-
		Chepstow		3,312	3,312		-
		Caldicot		3,864	3,864		-
		Fitness Suite Membership	Annual Increase	-	-	Range from 0p - £366 Consisting of "pay as you go" and annual memberships.	-
		Abergavenny		227,592	227,592	Manager intends to address increased income through activity not fee increase	-
		Monmouth		175,401	175,401		-
		Chepstow		257,457	257,457		-
		Caldicot		193,509	193,509		-

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		Fitness Classes - Personal Instruction, Fit for Life and Advance Courses	Annual Increase	-	-	Range from 0p - £50	-
		Abergavenny		46,199	46,199	Manager intends to address increased income through activity not fee increase	-
		Monmouth		47,303	47,303		-
		Chepstow		48,407	48,407		-
		Caldicot		40,679	40,679		-
ENT	Leisure Sites	Advertising	Annual Increase	-	-	Range from £39.85 - £113.08	-
		Abergavenny		1,737	1,737	Manager intends to address increased income through activity not fee increase	-
		Monmouth		1,625	1,625		-
		Chepstow		2,208	2,208		-
		Caldicot		1,160	1,160		-



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		Outdoor Facility Hire & Non- Sports Hall Block Bookings	Annual Increase	-	-	Range from £4.10 - £45	-
		Abergavenny		22,830	22,830	Manager intends to address increased income through activity not fee increase	-
		Monmouth		38,270	38,270		-
		Chepstow		29,803	29,803		-
		Caldicot		97,922	97,922		-
		Swimming Lessons 1-2-1	Annual Increase	-	-	1:1 Lessons £15.20 - £19.40	-
		Abergavenny		3,533	3,533	Manager intends to address increased income through activity not fee increase	-
		Monmouth		-	-		-
		Chepstow		7,136	7,136		-
		Caldicot		10,395	10,395		-
		Casual Bookings	Annual Increase	-	-	£5.70 - £43.60	-

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		Abergavenny Monmouth Chepstow Caldicot		9,605 7,396 13,797 11,597	9,605 7,396 13,797 11,597	Manager intends to address increased income through activity not fee increase	- - - -
		Hire of Facilities	Annual Increase	-	-	£4.35 - £50.75	-
		Abergavenny Monmouth Chepstow Caldicot		5,519 36,426 7,726 5,519	5,519 36,426 7,726 5,519	Manager intends to address increased income through activity not fee increase	- - - -
<b>ENT</b>	<b>Allotments</b>	Allotment plots	Annual Increase	1,292	1,292	£26.93 per plot	-
<b>ENT</b>	<b>Housing Services</b>	Careline Alarms non business Careline Alarms St rate	Weekly equipment rental Weekly equipment rental	172,829	168,614	£4.50 per week per client	4,215
		Careline Installation Charges	Charge for equipment installation	8,825	8,610	£40 per installation est. of 200	215

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		Careline Equipment Collection Fee	Charge for collecting returned equipment from user.	-	-	£35 per unit	-
		Disabled Facility Grant Admin Fee	Charge to client for arranging and administering home adaptation work.	59,255	57,810	£950 per grant	1,445
<b>ENT</b>	<b>Outdoor Education</b>	Residential outdoor education visits mainly by MCC and TCBC pupils	To cover costs of running the service and enable any developments/improvements	860,065	859,958	Avg Per pupil Primary £225 Secondary £236: increase of 5%	107



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RES	Revenues	Council Tax / NNDR court fees	Fixed by Statute	175,945	171,654	Summons stage - £40 per case. Liability order stage - £30 per case. Budget proposals recognised a pressure of £30k	4,291
RES	Human Resources & Training	External Training	To reflect pro rata cost of training provision	5,000	5,000	New charge proposed as part of 2017/18 budget setting process. Individual recovery rates will depend upon cost of courses incurred	-
RES	Asset Management	Markets- Caldicot	Per stall	20,500	20,500	No increase in Charge - MTFP increase shortfall will be managed within service.	-
		Markets - Monmouth	Per stall	10,250	10,250	No increase in Charge - MTFP increase shortfall will be managed within service.	-
		Markets- Abergavenny	Per stall or Sq. ft. of space	381,774	310,098	No increase in Charge - MTFP accommodated a £70k pressure reflecting historic rents shortfall.	71,676



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RES	Cemeteries	Cemeteries Service Charge	Inflation Increase	191,515	191,515	2017/18 most fees to increase by 2.5%	0
				-		For charges below lower charge is In County, higher charge is Out of County Residents	
		<b>INTERMENT IN <u>EARTHEN GRAVE</u>:</b>					
		Stillborn and non-viable fetuses		-		No Charge	-
		Children under 5 years of age (New ERB)		-		Removed Charge	-
		Persons of 5 years of age and over:					
		New Single Depth (New ERB)		-		£1,092 / £2,567	-
		New Double Depth (New ERB)		-		£1,407 / £3,359	-

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		New Treble Depth (New ERB)		-		£2,253 / £5,470	-
		Re-opened grave to single depth - (New ERB)		-		£739 / £1,687	-
		Re-opened grave to single depth (Transfer ERB)		-		£652 / £1,472	-
		Re-opened grave to double depth - (New ERB)		-		£1,021 / £2,393	-
		Re-opened grave to double depth - (Transfer ERB)		-		£935 / £2,178	-
		Cremated remains in Garden of Remembrance		-		£124 / £991	-
		Re-opened cremated remains - (New ERB)		-		£517 / £1,131	-



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		Re-opened cremated remains (Transfer ERB)		-		£431 / £915	-
		Cremated Remains in new full grave		-		£517 / £1,131	-
		<b><u>BRICKED GRAVE:</u></b>					-
		Single Depth		-		£1,445 / £3,452	-
		Double Depth		-		£2,008 / £4,860	-
		Treble Depth		-		£2,568 / £6,261	-
		<b><u>RESERVATION OF GRAVE SPACE</u></b>					-
		Normal		-		£223 / £563	-
		Cremated Remains		-		£135 / £357	-
		<b><u>RIGHT TO ERECT MEMORIALS</u></b>					-
		Normal Grave Space					

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		Headstones		-		£78 / £193	-
		Memorial Vases or Tablets		-		£49 / £125	-
		Re-Erection of Memorial following safety testing failure		-		£31 / £78	-
		Replacement of existing memorial		-		£31 / £78	-
		Cremation Plots		-			
		Memorial Vases or Tablets		-		£49 / £125	-
		<b><u>ADDITIONAL INSCRIPTIONS ON MEMORIALS</u></b>		-		£31 / £78	-

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		<b><u>EXCLUSIVE RIGHT OF BURIAL</u></b> Initial Issue		-		£386 / £805	-
		Each subsequent transfer		-		£300 / £589	-
<b>RES</b>	<b>County Farms</b>	Water Charges	Cost Recovery	34,850	34,000	Tenants charged on individual usage.	850
		Agricultural Rents	Reviewed every 3yrs per contract, in line with other estates	249,471	243,386	Estates rents revised by £28k combined as a budget pressure proposal	6,085
		Cottage Rents	Reviewed every 3yrs per contract, in line with other estates	20,500	20,000	Reviewed in line with other estates	500

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RES	Asset Management	Grazing Rights	Reviewed every 3yrs per contract, in line with other estates	20,500	20,000	Reviewed in line with other estates	500
		Rents from shops and other properties	All individual	300,556	293,225	Various - all individual	7,331
		Industrial Unit Rent	Reviewed every 3yrs per contract, in line with other estates	186,830	182,273	Various - all individual Expenditure will be reduced to compensate for reduction in budget	4,557
<b>CHIEF EXECUTIVE OFFICER DIRECTORATE</b>				<b>4,356,105</b>	<b>4,386,032</b>		<b>47,168</b>

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CEO	Legal	Legal advice for external clients	Based on retrieving a proportion of whole legal budget	58,436	32,000	Charged at Officer time rate. Reduction in budget forms part of 17-18 MTFP pressure list.	26,436
CEO	Electoral Registration	Electoral Registration	Set by government legislation	1,616	1,616	£20 - £190	-
CEO	Cleansing	Trade Sacks  Green garden waste bags		15,759  303,656	15,760  303,656	£2.50 per sack or £1.40 if exempt i.e. charity. Waste figures increases currently exclude additional budget proposals to raise charges above inflation, which will be part of a separate report provided by manager  Currently under review as part of 17-18 MTFP proposals	-  0

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		Commercial Waste Wheelie Bin		466,294	466,294	£11.38 to £22.55 for Coll & Disp chg., but £7.40 to £15.00 for just collection chg.	0
<b>CEO</b>	<b>Highways</b>	Highways Advertising	Dependent upon site location	51,250	51,250	Sliding Scale based upon Location, Sign Size etc. Sliding scale from Prime Site £1,500 to Other Site £1,000	-
<b>CEO</b>	<b>Transport</b>	Private MOTs	Fixed nationally	6,150	6,000	£54.85 for a Car MOT - Price Fixed centrally. Prices increase depending on size of vehicle	150
<b>CEO</b>	<b>Passenger Transport</b>	Home to school transport,	Inflation Increase	508,303	495,905	Various - depends upon the length of the hire and the number of drivers, hire times and fuel prices.	12,398
<b>CEO</b>	<b>Network Management</b>	Skip/scaffolding licences on Public Highways		15,637	15,637	£79 (incl vat), Budget includes increase in income above inflation as per budget proposals	-
		Section 171 Licence		-	5,000	£405 (incl vat)	-
		Section 50 licenses		5,779	5,779	£405 (incl vat)	-

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		Street Naming		23,800	23,800	£39 (Incl vat). Budget includes increase in income above inflation as per budget proposals	-
<b>CEO</b>	<b>Traffic &amp; Transport</b>	Road Closures		55,457	55,457	£1,883 Budget includes increase in income above inflation as per budget proposals	-
		Local searches		2,255	2,255	£Various	-
		Road Works Administration charge		4,100	4,100	£117	-
		Design & inspection fees (external/internal clients)		22,000	22,000	£Various. Budget includes increase in income above inflation as per budget proposals	-
<b>CEO</b>	<b>Car Parks</b>	Pay and Display Income		1,343,573	1,415,667	£1.10 - 2 hr. stay, £1.60 - 3 hr. stay, £2.20 - 4 hr. stay, £4.20 all day. £3.00 daily charge Tuesday only at Byefield Lane. Over stay £5.00	-
		Contravention Fees		92,250	90,000	£30	2,250
		Residential Street Permits		2,204	2,150	£40	54

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		Residential Off Street Permits		4,818	4,700	£40	118
		Season Tickets Off Street		77,746	75,850	£390 pa. £200 6 months or £100 3 months	1,896
		Rents letting of car parks		3,362	3,280	£1500 per visit depending on what it will be used for.	82
		Wayleaves & Easements		1,025	1,000	£200	25
<b>CEO</b>	<b>Property Services</b>	School Meals	Price per meal.	871,577	871,577	Budget proposal to raise unit meal prices by additional £0.05 over inflation to £2.10, realising extra £21k.	-
<b>CEO</b>	<b>Land charges</b>	Property Search Fees		147,056	147,056	LLC1 Fee - Statutory £4 (electronic) or £6 (postal). CON29R - Discretionary £100 - These charges are now regulated to ensure charge only reflects cost. So could increase or decrease depending on review.	-



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CEO	Adult Education	Tuition fees-franchised course	Per course as per franchise agreement Coleg Gwent	154,127	150,368	Franchised course income determined by Coleg Gwent - significant decrease	3,759
		Tuition fees self-financing course	Set price to cover all costs plus 25%	117,875	117,875		-

<b>CHILDREN &amp; YOUNG PEOPLE DIRECTORATE</b>				-	-		-
CYP		None		-	-		-

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<b>SOCIAL CARE &amp; HEALTH DIRECTORATE</b>				<b>3,986,928</b>	<b>3,746,899</b>		<b>241,373</b>
<b>SCH</b>	<b>ADULT SERVICES</b>						
		Community Meals & Day centre meals	Annual Increase	319,853	319,853	£4.15, budget proposal to harmonise of meal rates at community meals level + inflation, introduces circa £25,000 extra income	-
		Mardy Park café	As part of 2017/18 budget mandate process and new income	2,000	2,000	Various	-

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		Mardy Park room hire	As part of 2017/18 budget mandate process and new income	1,000	1,000	Various	-
		Overmonnow Room Hire	As part of 2017/18 budget mandate process	2,800	2,800	Various	-
		Non-residential fees	Annual Increase in line with inflation. Actual charge based on Financial Assessment to a maximum of £60 per week	658,183	426,233	£11.66  The combined shortfall in income levels of this and line below was recognised as a pressure and accommodated in 2017/18 budget proposals	231,950

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		Part III - Budden Crescent	Actual charge based on client's Financial Assessment	7,919	1,576	Charge is dependent on Financial Assessment and guidelines set by WAG.	6,343
		Residential/Nursing Fees which includes Part III own care home being Severn View	Actual charge based on Financial Assessment	2,577,587	2,577,587	Charge dependant on Financial Assessment and guidelines set by WAG. Self-funding clients in Severn View will pay £510.60	-
SCH	Public Health	Air Quality	Fixed by Govt	1,629	1,629	Fixed by Government	-
		Food Safety training	Set internally based upon market rates	11,523	11,523	Market Price	-

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		Sampling of Water Quality on private water supplies	Fixed - Inflation Increase on Admin Fee	6,830	3,750	Cost Recovery & Inflation Increase on Admin. Pressure anticipated to be managed by reviewing food safety charges and income from air quality	3,080
		Veterinary Inspection Recharge	Recovery of costs	1,025	1,025	Cost Recovery	-
		Riding Establishments	Law requires no more than cost recovery	1,697	1,697	£300	-
		Petrol Station Permits	Fixed by Govt	2,050	2,050	Fixed by Government	-
		Petrol Station Licenses	Fixed by Govt	2,563	2,563	Fixed by Government	-
		Registration for acupuncture, tattooing and ear piercing	Law requires no more than cost recovery	178	178	Cost Recovery	-

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SCH	Trading Standards.	Animals Licences		3,661	3,661	Cost Recovery	-
		Meteorological Verification Tests		276	276	Set Nationally	-
		Explosives		1,044	1,044	Cost Recovery	-
		Poisons/ Hazardous substances		-	-	Cost Recovery	-
SCH	Licensing	Hackney Licenses	Inflation Increase	27,596	27,596	Charges for 17/18 will be set by the Licensing Committee which won't meet until Feb 2017. To note fees are either for three and five years so income can fluctuate.	-
		Lottery and Gaming Licensing	Fixed by Govt	9,932	9,932		-
		Other Licenses	Fixed by Govt No more than cost recovery by law	103,759	103,759		-
				-	-		-

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SCH	Registrars	Registrations - General Income		243,823	245,167	Budget proposals involve additional £6.4k income over and above inflation	-
		Approved Venue - Marriage & Civil Partnership Old Parlour		-		£340 - £460	-
		Celebratory Services at approved or other venues		-		£196 as per budget proforma for 2017/18	-
		License for approved venues - New		-		£340 - £460	-
		License for approved venues - Renewal		-		£1,500	-
		Commemorative certificates & wallcharts		-		£1,200	-
				-		£5	-