

**NORTH SOMERSET COUNCIL  
DECISION**

**DECISION OF: EXECUTIVE MEMBER FOR ADULT SOCIAL SERVICES  
AND THE EXECUTIVE MEMBER FOR STRATEGIC PLANNING, HIGHWAYS,  
ECONOMIC DEVELOPMENT AND HOUSING**

**WITH ADVICE FROM: THE DIRECTOR OF PEOPLE AND COMMUNITIES**



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**DECISION NO: PC71 (2017/18 SCHEME)**

**SUBJECT: Fees and Charges Uplift 2018/19**

**KEY DECISION: YES**

**BACKGROUND:**

Fees and charges represent an important source of income, providing finance to assist in achieving the Council's broad 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.

A corporate increase of 1.25% has been applied across People and Communities budgeted income. The proposed increases in fees and charges are necessary to meet increased costs and budgetary pressures to which the Council is subject and will ensure that the contribution made by fees and charges to the Council's overall income budget is maintained.

The new charges have been set in accordance with the revised principles and guidance in relation to the setting of fees and charges approved by the Executive in February 2016.

Directors are empowered to make decisions to increase fees and charges up to and including increases of 5%; Executive Members are empowered to make decisions to increase fees and charges up to and including increases of 10%.

**DECISION:**

To agree the 2018-19 fees and charges as set out in the report.

## DETAILS AND REASONS:

### Community Meals

The Council provides a community meals service, the net cost of which is estimated at around £75,000 per annum.

The Medium Term Financial Plan includes a strategy to reduce this to zero over the next two years.

In order to achieve this, the meal prices are proposed to be increased as follows. A review will be undertaken during the year to assess the impact and calculate the charge for 2019/20.

	<b>2017/18 charge</b>	<b>2018/19 charge</b>	<b>2018/19 increase</b>	<b>2018/19 increase %</b>
Hot Meal	£4.56	£5.00	£0.44	9.74%
Afternoon tea service	£3.34	£3.40	£0.06	1.76%

### Day Care

The Council currently spends c. £2m per annum on day care. The current charge to the client per session is £20, whilst the cost to the Council varies from £22 to £50 per session.

The proposal to increase the fee to £22 will close the gap between the actual cost and the recharge to the client. That said, of the 173 day care clients, the increase in charge will only impact on 52 clients.

It is also proposed that the cap of £200 per week is removed; there are currently no clients whose personal weekly maximum exceeds £200 / week.

	<b>2017/18 charge</b>	<b>2018/19 charge</b>	<b>2018/19 increase</b>	<b>2018/19 increase %</b>
Day care per session	£20.00	<b>£22.00</b>	£2.00	10%

### HMO Licensing - Mandatory

The Council operates the national mandatory housing in multiple occupation licensing scheme, which requires owners to have a license if the property meets certain criteria.

The government have extended the scope of the scheme by removing the number of storeys from the definition of a licensable HMO; increasing the number of HMOs requiring a license to an estimated 300 (currently 60). In addition to extending the scheme, new mandatory conditions will apply relating to minimum room sizes and refuse storage. The Council will be responsible for administering the expanded scheme including the publicity,

locating the HMOs, informing owners of new licensing and management responsibilities and applying the new conditions which will affect existing HMOs on renewal. These additional tasks have been incorporated into the revised fee and ensure full cost recovery model, that is to say, that local council tax payers do not subsidise the operation of the scheme.

	2017/18 charge	2018/19 charge	2018/19 % increase
<b>HMO Licensing – Mandatory</b>			
Properties containing up to 5 units of accommodation	£600.97	£658.20	9.52%
Plus additional fee for each unit thereafter	£54.83	£60.00	9.43%
Fit & Proper Persons Assessment (per person)	£36.55	£39.30	7.52%
Cost recovery (per hr) when licensing works not completed (incl. 3 <sup>rd</sup> and subsequent visits)	£44.49	£45.05	1.26%

#### OPTIONS CONSIDERED:

Given the approach agreed in the Medium Term Financial Plan, no significant alternatives were considered in relation to Community Meals; this proposal is estimated to go half way to making the service cost neutral by the end of 2019/20. The impact will be reviewed as part of the 2019/20 budget setting process. The other changes are considered appropriate to meet the objectives of cost recovery.

#### FINANCIAL IMPLICATIONS:

The Medium Term Financial Plan includes an additional income target for community meals of £35k. These changes are designed to achieve this. There is some risk that the increases in prices may reduce demand for the community meals service. A 5% reduction in demand equates to around £2,000 per annum.

#### LEGAL POWERS AND IMPLICATIONS

Various legal powers allow the Council to make a charge for certain services. Charging decisions are fettered by a complex series of statutes and regulations. Services fall into five main categories for charging purposes. These categories are set out in the table below.

Category	Examples
No charge permitted	Service assessment for community care
Charges or charging scheme set by	Client contributions for social services

Category	Examples
government – little or no local input	residential provision
Charging scheme set locally but must be in accordance with government prescribed principles	Client contributions for social services non-residential provision
Charge set locally, but essentially income cannot exceed the cost of providing a service	Charge for a discretionary service with no other charging rules Charge for a service provided using the general power of competence

### CONSULTATION

This proposal was included in the medium term financial plan since December 2017 and as such has been subject to review, scrutiny and consultation by a wide range of internal and external stakeholders. The uplifts contained here are consistent with the Council's fees and charges policy.

### RISK MANAGEMENT

There are risks associated with the revised fees as some of the service users who are impacted are the most vulnerable in community. Unrecoverable non-payment would increase the levels of debts held by the Council.

### EQUALITY IMPLICATIONS

Over-arching EIA included within MTFP budget report.

### CORPORATE IMPLICATIONS

Included as part of the Medium Term Financial Plan.


### BACKGROUND PAPERS

Revenue Budget & Medium Term Financial Planning reports - Executive Dec 2017 and February 2018.


Fees and Charges Policy – Executive February 2016.

### SIGNATORIES:

#### DECISION MAKER(S):

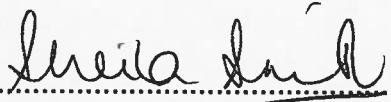
Signed: .....  .....  
Executive Member for Adult Social Services

Date: ..... 3.4.18 .....  
.....

Signed:  .....  
Executive Member for Strategic Planning, Highways,  
Economic Development and Housing

Date: 28/3/18 .....

WITH ADVICE FROM:

Signed:  .....  
Director of People and Communities

Date: 27.3.18 .....

**Footnote: Details of changes made and agreed by the decision taker since publication of the proposed (pre-signed) decision notice, if applicable:**

