 <b>EXECUTIVE 12<sup>th</sup> October 2011</b>		<b>Agenda Item No.</b>  <b>4</b>
<b>Title</b>	Fees and Charges 2012-13	
<b>For further information about this report please contact</b>	Andy Crump (01926 456810) Mike Snow (01926 456800)	
<b>Service Area</b>	Finance	
<b>Wards of the District directly affected</b>	All	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006</b>	No	
<b>Date and meeting when issue was last considered and relevant minute number</b>		
<b>Background Papers</b>	Executive 27 <sup>th</sup> October 2010 - Fees and Charges 2011-12 Executive 13 <sup>th</sup> July 2011 –Financial Strategy and Budget Prospects	
<b>Contrary to the policy framework:</b>	No	
<b>Contrary to the budgetary framework:</b>	No	
<b>Key Decision?</b>	Yes	
<b>Included within the Forward Plan? (If yes include reference number)</b>	Yes	
<b>Equality &amp; Sustainability Impact Assessment Undertaken</b>		
<b>Officer/Councillor Approval</b>		
With regard to officer approval all reports <i>must</i> be approved by the report author's relevant Deputy Chief Executive, Finance, Legal Services and the relevant Portfolio Holder(s).		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Deputy Chief Executive & Monitoring Officer	26 <sup>th</sup> Sept 2011	Andrew Jones
Chief Executive	19 <sup>th</sup> Sept 2011	Chris Elliott
CMT	19 <sup>th</sup> Sept 2011	Chris Elliott Andrew Jones Bill Hunt
Section 151 Officer	19 <sup>th</sup> Sept 2011	Mike Snow
Finance	26 <sup>th</sup> Sept 2011	Finance Report – Andy Crump & Jenny Clayton
Portfolio Holder(s)	23 <sup>rd</sup> Sept 2011	Cllr Mobbs
<b>Consultation Undertaken</b>		
Car Parking charges have been discussed with the local Chambers of Trade & Town Councils		
<b>Final Decision?</b>	Yes	
<b>Suggested next steps (if not final decision please set out below)</b>		

## **1. SUMMARY**

- 1.1 The report details the proposals for Fees and Charges in respect of the 2012-2013 financial year.
- 1.2 The report shows the revised Fees and Charges income budgets for 2011-12 and original 2012-13.
- 1.3 The report details the work carried out by the Member/Officer Working Group.

## **2. RECOMMENDATIONS (TO COUNCIL)**

- 2.1 That Executive approves the Fees and Charges identified in Appendix 'A' to operate from 2nd January 2012 unless stated.
- 2.2 The Executive note the work undertaken by the Member/Officer working group and agree to receive a further report in respect of the Group's recommendations on Concessionary Charges.
- 2.3 The Executive notes that proposals for charging for events in the Council's Parks and Open Spaces and Abbey Fields Parking, which are also on this Agenda, may generate income that has not been included in this report. If approved, this may generate an additional £25,000 in income.
- 2.4 The Executive delegates authority to the Business Enterprise Manager to determine individual hire rates for rooms and equipment at the Althorpe Enterprise Hub and Court Street Creative Arches in order to maximise income from these venues.
- 2.5 The Executive agrees to delegate authority to the Head of Finance to have the discretion to charge an administration fee for sundry debtor invoices where appropriate.
- 2.6 The Executive note the reduced forecast income of £217,000 for 2012-2013 and the impact on the Financial Strategy as outlined in section 5.
- 2.7 The Executive agree that should there be any minor changes arising prior to the introduction of the new charges, the Section 151 Officer in consultation with the Finance Portfolio Holder, be given delegated authority to approve such: the Budget changes arising being brought to Members as part of the Budget Setting Process.
- 2.8 It is recommended to Council that Building Control Fees are amended from November 2011 with a further review before April 2012, as outlined in 3.8 and section 11.
- 2.9 The Executive delegates authority to the Head of Neighbourhood Services to implement the increase in parking charges as specified.

## **3. REASONS FOR THE RECOMMENDATIONS**

- 3.1 The Council is required to update its Fees and Charges in order that the impact of any changes can be fed into the setting of the budget for 2012-13. Changes to the Fees and Charges for the forthcoming year have to be approved by

Members. In the current financial climate, it is important that the Council, where there is no detriment to local communities and businesses, maximises income and therefore minimises the savings target needed to achieve by taking money out of service provision. When V.A.T. increased to 20% in January 2011 it was agreed to increase Fees and Charges at the same time instead of waiting until 1<sup>st</sup> April. By continuing with the practice of raising fees in January, the Council will be taking the necessary steps to ensure that expenditure does not exceed income.

- 3.2 The work undertaken to review the Fees and Charges has confirmed that in most cases the income received is at maximum, and in many cases the market will not currently bear further increases in charges. The work undertaken by Officers and the Working Group showed that the uncertain economic climate is acting as a brake on the Council increasing many of its Fees and Charges levels much further.
- 3.3 The Member Working Group has provided a valuable contribution to the Fees and Charges work, however, work is still ongoing in respect of the Council's Concessionary charges and it is considered that a further report to the Executive is necessary.
- 3.4 There are other reports (Charging for Events & Abbey Fields Parking) on this agenda that could impact on next year's income projections.
- 3.5 To date, a set range of Fees and Charges for the various types of rooms and activities taking place in the Althorpe Enterprise Hub and Court Street Creative Arches have been set. Whilst this is useful in some ways, it does limit the ability of the two centres to act commercially as the charges become self limiting. To install a more commercial approach to the hiring of the spaces available within each building, each quote should be made on its individual requirements.
- 3.6 The Code of Financial practice states that, "Income should be received in advance of the provision of the service in all cases unless there is good reason as to why this may not be appropriate. Where invoices are required for the collection of debts they must be issued promptly and all necessary action taken for recovery of the amount due by the Senior Managers either directly or by arrangement with others."  
Some organisations that use Council facilities request to pay via a debtor invoice and then routinely wait until the third reminder before paying the invoice. This causes extra administration and postage costs and has a small negative effect on the Council's cashflow. This Practice needs to be discouraged. Where invoices are required it is recommended that the Head of Finance is given the discretion to charge a £10.00 (plus VAT) administration fee with effect from January 2012. The organisation's payment history, for example, will be one of the factors used to decide if this charge needs to be levied.
- 3.7 Members should be aware how decisions impact on the financial forecasts and due to the continuing sluggishness of the economy, projected income for 2012-2013 will be lower than previously anticipated.
- 3.8 Whilst the Council is able to set its Fees and Charges and the majority have now been finalised, there are some small issues which may need further clarification which result in minor changes. It is proposed that these changes

are agreed by the Section 151 Officer in consultation with the Portfolio Holder for Finance.

- 3.9 As a trading account, it is good practice to review Building Control charges every 6 months. This has been done and there have been some proposed amendments to existing charges as well as the introduction of some new ones. These charges now reflect what other competitors are charging in the private sector. It is therefore recommended that these revised changes are implemented from 1<sup>st</sup> November 2011 with a further review before 1<sup>st</sup> April 2012. Any further changes arising would be brought to Members for their approval.
- 3.10 The Council has received legal advice that delegated authority to an officer, is needed, to make the Off Street Parking Order for 2012. It has been stated that there is the possibility that the Order could be challenged on the basis that there was 'no authority to make the same'.

#### **4. POLICY FRAMEWORK**

##### **4.1 Policy Framework**

This report is in accordance with the Council's Financial Strategy as last approved by the Executive in February and the Fees and Charges increases outlined in the Financial Projections Report in July 2011.

##### **4.2 Fit for the Future**

One of the key elements of Fit for the Future is ensuring that the Council achieves the required savings to enable it to set a balanced budget whilst maintaining service provision. This report updates members on the financial projections for future years, savings required to be found and some of the key issues needed to be considered in preparing the 2012-13 budget and beyond.

#### **5. BUDGETARY FRAMEWORK**

- 5.1 In July of this year, Members were alerted to the need to find £2.7 million of on-going savings by 2016-17. This assumed an overall increase in the Council's income from discretionary charges of £132,000 in 2012-13. As explained in paragraph 8.4 below, the figures within this report are £217,000 below this. Members are asked to note this shortfall and that this now increases the on-going savings required by 2016-17 to £2.9 million with the need to identify further initiatives to increase income or reduce expenditure. Any further changes to these forecasts will be verbally updated at the meeting.
- 5.2 Income Budgets are informed by increases (and occasionally reductions) in price, revising the pricing structure or changes in the level of customer activity. It is customary for the Executive to approve the next financial year's fees and charges in October of the previous year. The levels of expected income from these charges alongside latest usage projections will inform the 2012-13 Budgets (and 2011-12 Revised) to be presented to the Executive in December.

## **6. ALTERNATIVE OPTION CONSIDERED**

- 6.1 The various options affecting individual charges are outlined in the main body of the report, sections 8 to 14.
- 6.2 The Working Group is considering other options to increase income. They will continue to meet regularly and report back with recommendations as detailed in section 7.2.

## **7. BACKGROUND**

### 7.1 Benchmarking Fees and Charges

- 7.1.1 With support from Finance, Managers were asked to gather benchmarking data to compare the charges in their Service Areas with similar local authorities. They compared this authority's performance to other "near neighbour" (similar councils) in terms of both the amount of income generated and the percentage of income recovered in proportion to the costs of running the service. WDC rates and charging structure were also compared to private sector competitors where appropriate.
- 7.1.2 Managers were tasked to look to the high performing authorities and establish the reasons for this. Managers were then asked to explore the potential to increase our performance to at least the same level. Where our services are charged at rates lower than our comparators Managers were asked to justify reasons if it was not possible to increase these fees to a similar level.

### 7.2 Member/Officer Working Group

- 7.2.1 The Group has met and their views are incorporated within the Fees and Charges exercise.
- 7.2.2 The Group also looked at the different types of concessions offered by the Council, considering the resulting "costs" to this Council. To date they have focussed on the high "cost" areas, considering the impact on the most vulnerable of any changes and opportunities to change current practices. The group identified initial opportunities to remove concessions on specific charges but it is more appropriate to take a consistent approach across all the fees and charges.
- 7.2.3. Officers are currently exploring further these issues raised with future regular meetings planned. The outcome of this work will be reported to a future meeting of the Executive with further recommendations.

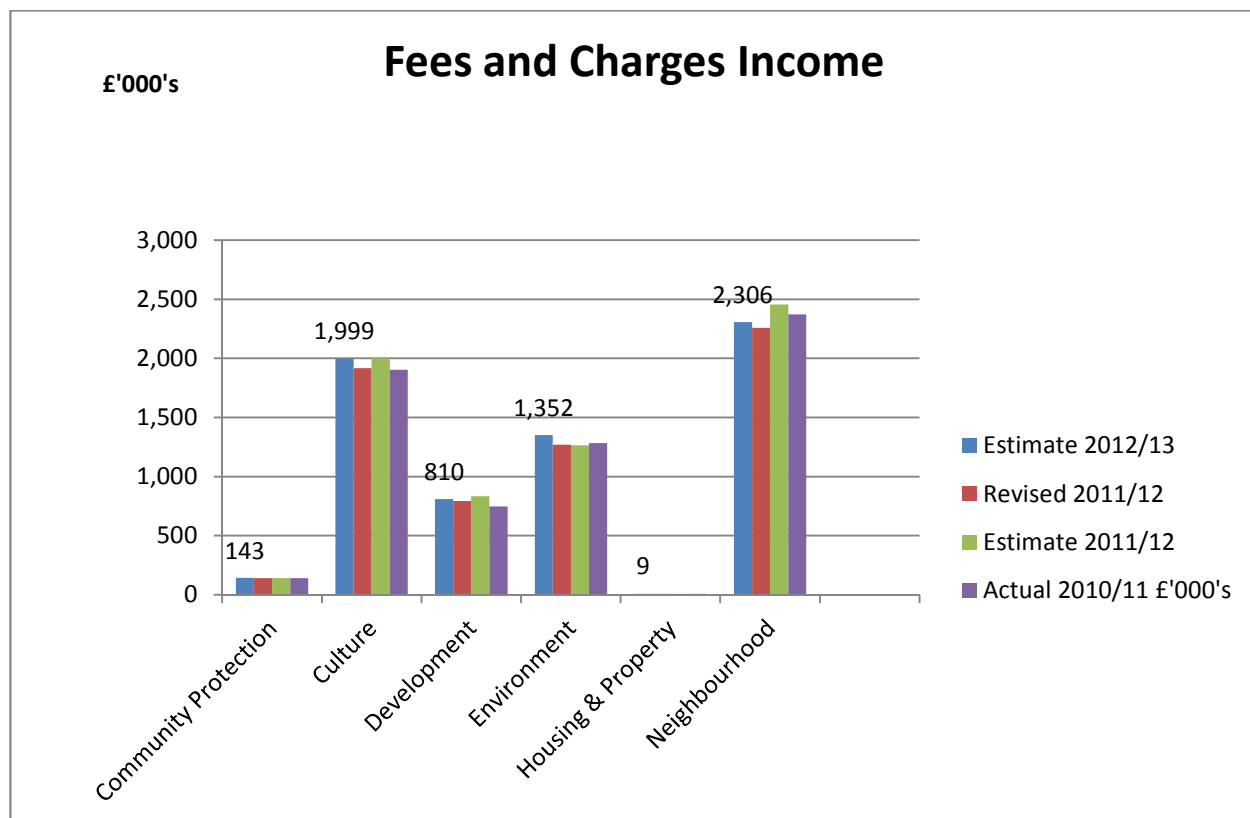
### 7.3. Delegated Charges

- 7.3.1 For Building Control and Local Land Charges (both major fee income strands) setting of charges has been delegated to local authorities but the charge setting policies are still governed by regulations. Both of these services should have charges set so that the service breaks even.

## 8. FEES AND CHARGES GUIDELINES

- 8.1 In implementing the Financial Strategy it is appropriate to consider certain other factors when deciding what the Council's fees and charges should be:
- (a) The impact of the fees and charges levels on the implementation of Fit for the Future.
  - (b) The level of prices the market can bear including comparisons with neighbouring and other local authorities.
  - (c) The level of prices to be sufficient to recover the cost of the service.
  - (d) The impact of prices on level of usage.
- 8.2 The revenue effects of the proposed fees and charges is summarised in the following table and also shown graphically:

	Actual	Original Estimate	Original Estimate	Change (2012-13 on 2011- 12)
	2010/11	2011/12	2012/13	%
	£	£	£	
Community Protection	140,279	140,300	142,800	1.8%
Culture	1,904,093	2,001,400	1,998,800	-0.1%
Development	746,114	834,100	809,500	-2.9%
Environment	1,282,429	1,263,300	1,352,400	+7.1%
Housing & Property	7,055	8,700	8,700	0.0%
Neighbourhood	2,370,852	2,455,300	2,305,900	-6.1%
TOTAL ALL SERVICES	6,450,822	6,703,100	6,618,100	-1.3%



- 8.3 The above table shows that the total anticipated income for all services for which the Council can set charges is £6,618,100 in 2012-13, which is **1.3%** less than the original estimate for 2011-12.
- 8.4 The Council's Medium Term Financial Projections, which were reported to Executive in July, included income on discretionary charges to increase for most services for 2012-13 by 2%. This plus other known changes assume income increases by just over £132,000 in 2012-13 above the Original Estimates for 2011-12. The actual net decrease of 1.3% (-£85,000) creates a shortfall of £217,000 on the projections.
- 8.5 Each service has carried out a review of their fee-earning activities. The following sections provide details on the major items within this review.

## **9. COMMUNITY PROTECTION**

### **9.1 Licensing and Registration**

- 9.1.1 The Licensing Services Manager has researched the fees charged by 11 councils, including those within Warwickshire, to arrive at an average fee.
- 9.1.2 In arriving at the proposed hackney carriage and private hire fees there is recognition that the council has to take drivers to court which is increasing the cost of administering the scheme. For licenses, the general principle that should be applied is that the fees charged should seek to recover the costs of issuing the licenses and enforcement thereof. Whilst this is not a formal ring fenced account, the Council would be open to challenge should it be seen to

profiting from licence fees. Currently there is a significant net deficit which officers are investigating and if necessary a further report will be brought to Members.

## **10. CULTURE**

### **10.1 Recreation and Sport**

10.1.1 Culture price increases have varied depending on the service provided and where our charges are below appropriate comparators. Culture have undertaken an extensive benchmarking exercise, with six other 'family group' authorities for fees such as swimming, pool hire, galas, badminton, sports hall and All-weather pitch hire as well as gym membership and casual use. This confirmed that the suggested price increases were suitable and acceptable to the market.

### **10.2 Bowls**

10.2.1 Benchmarking has shown our casual prices were slightly cheaper than comparable facilities elsewhere and remain competitive even with the proposed increases. The introduction of a season ticket bridges a gap in our charging rates that has been evident for some time as it encourages the player who uses the facilities regularly to attend more by offering a better value for money option than just pay & play. The charges also propose a club member season ticket offering the same level of charge as a regular concession; the season ticket for the bowls championships car parking was again very popular this year and still offers excellent value for money, so it is proposed to increase the price by £5.00 from £25.00 to £30.00.

10.2.2 A comprehensive review on Bowls provision is currently taking place both with Royal Leamington Spa Bowling Club (lease is due to expire in 2011), and Bowls England (agreement ends in 2012). Members will be informed of the outcome of this review as soon as it becomes available but may like to note that the recommendations from the Member Bowls Working Party include proposals to work more closely with the clubs to increase usage of the greens in Victoria Park through better marketing, partnership working with the Royal Leamington Spa Bowls Club and Bowls England, and outreach work with local schools and voluntary organisations. There is a recommendation that the existing 5 greens are retained and maintained to a standard that will sustain national and international bowls events.

10.2.3 Anticipated income for Bowls is up 10% for 2012-13 when compared to the 2011-12 Original Estimates.

### **10.3 Tennis**

10.3.1 Increased promotion of the tennis facilities through partnership working is Anticipated to continue, so by proposing to hold the prices for the year it is hoped to continue to encourage participation and increase the usage of the courts.

### **10.4 Badminton**

10.4.1 Badminton admissions have dropped since the larger than usual price rise on January 1<sup>st</sup> 2011. Evidence from users, including experienced club players at a



regionally high standard, indicates that charges are at a level where if they were increased further it would see users seek alternative cheaper courts elsewhere in the region. As a result it is proposed to hold the prices this year. As sports hall charges are based on a multiple of the badminton court charge, these have also been held, although this relationship will be investigated further.

## 10.5 Swimming

10.5.1 Benchmarking with similar local authorities showed that WDC stills offer good value for money with its casual swimming charges and the recommended price increases are considered reasonable and sustainable.

## 10.6 Membership / Casual Classes (Gyms)

10.6.1 WDC classes have continued to perform well. Staff believe the charge for classes is good value when compared to other classes in the area, so it is proposed to increase the charge to reflect market conditions. An off-peak concession charge has been extended to bring all facilities into line and in an attempt to increase demand for classes at off peak times.

## 10.7 Royal Spa Centre

10.7.1 For 2012-13 the Spa Centre's Business Plan is predicting that the income figure will stand still and is based upon the 2010-11 out-turn, and this is reflected in the proposed budgets for 2011-12 (revised) and 2012-13. The Monitoring Group will closely scrutinise both income and expenditure and will regularly monitor performance, exploring opportunities to increase usage and income.

## 10.8 Fees and Charges for Parks Events

10.8.1 These are included in a separate report to this Executive. Any income generated by these proposals has not been included in the figures presented in Appendix A.

# **11. DEVELOPMENT**

## 11.1 Building Control

11.1.1 Building Control activity has been hit by the down-turn in the economy. Any shortfall in income is usually countered by a corresponding reduction in expenditure. A surplus was made in 2010/11, which was transferred to the reserve.

11.1.2 The Fees are governed by the Building Control Fee Regulations that stipulate that fees should be set to breakeven over a 3 year rolling period. Accordingly, fees will be increased to reflect inflationary changes. Building Control is predicting that it will meet its target income figure for 2011-12 (£475,000). Income for 2012-13 is forecast to be slightly higher, being estimated at £485,000. Any surplus/deficit is usually met from (or transferred to) the Building Control Reserve which was established from surpluses in the early years of the fee setting regime.

## 11.2 Additional Charges

11.2.1 The Council will also seek to recover its costs in relation to the services, outlined in 11.2.2. These services provide a pre- application function. The relevant person will be able to claim any charges as a credit against a subsequent building regulations submission.

11.2.2 The areas covered are Returned Cheques, Archived Applications, re-directed Invoices, Duplicate Completion or Decision Document, Researching Old Applications, site inspections to discuss possible applications or to inspect existing buildings to advise on their suitability for proposed works.

## 11.3 Markets

11.3.1 The Head of Development Services feels that in the current economic Climate, it would not be appropriate to increase charges for 2012-13.

## 11.4 Local Land Charges

11.4.1 The fees set out in Appendix 'A' have not been increased. Information from other sources suggests that fees are already in the top quartile and in competition with personal search companies. It is therefore proposed that fees be frozen for the coming year in order to retain / win business, rather than putting up fees further and driving more business towards personal search companies.

11.4.2 Income levels have been improving over the last six months although they are not yet back to the pre-recession levels. Revised income for 2011-12 is up by £14,000 (7.2% increase), whilst for 2012-13 it is likely to be 10.6% (£20,500) more than the original estimate for 2011-12. Members will wish to note that there is an outstanding legal issue over local authorities' powers to charge for this service. Officers are closely monitoring this.

11.4.3 This account is a ring-fenced account, similar to Building Control, and should break even over a three year period. All costs in these areas are being reviewed.

## 11.5 Planning Fees

11.5.1 The Government announced that it intends to allow local authorities freedom to set their own level of fees for development control, these all currently being set centrally. Under this proposal, it may be possible for the Council to fully recover the cost of the development control service. Originally it was proposed that local authorities would have this discretion for fees for 2011/12, however, a decision on the proposals is still awaited.

11.5.2 Within the Fit For the Future Programme, increasing planning fees under this proposal is a current project. It is suggested that the additional financial benefit to the Council may range from £360,000 to £900,000. This higher figure would substantially assist the Council in securing the £2.7m savings (forecast in July 2011) that are needed to be found by 2016-17. Members are reminded that the proposals in this report will increase the savings target to £2.9 million.

## 12. ENVIRONMENT

### 12.1 Crematorium

12.1.1 It is projected that income will exceed its target, generating an estimated extra £50,000 in 2012-13.

12.1.2 The Bereavement Services Manager has reviewed and benchmarked both the Cemetery and Crematorium Fees and Charges and found that the Council's burial fees were higher than our nearest neighbours whilst the Cremation fees were just in the lower half of the comparator table.

## 13. HOUSING and PROPERTY

### 13.1 HMO Licensing

13.1.1 HMO licensing fees are required to be set to recover costs. It is not proposed to increase these for 2012-13 as they are already at a premium level and further increases at this time could lead to challenges and reduced numbers of applications being made.

13.1.2 Estimates for fee income have not been included in Appendix 'A' as it does not go directly into the revenue accounts. The licences are issued on a five yearly basis with the majority of them due for renewal in 2012. Income raised from the issue of licences is transferred to a holding account (a creditor on the balance sheet) and an amount is subsequently released to balance the expenditure on the HMO Fee Funded revenue account.

13.1.3 With the current economic downturn it is not anticipated that there will be many new applications during 2011 and 2012. Estimates are £8,700 for 2011/12 and 2012-13.

### 13.2 Charges for the Administration of Improvement Grants

13.2.1 This charge, at cost, shows the amount the Council receives for administering improvement grant applications. This income is included in Appendix 'A'.

## 14. NEIGHBOURHOOD

### 14.1 Car Parking

14.1.1 The table below shows the following situation with car park income:

Income Summary: (Net of V.A.T.)	Actual 2010/11 £	Estimate 2011/12 £	Revised 2011/12 £	Estimate 2012/13 £	%
Car Parking Charges	2,008,518	2,090,000	1,897,000	1,940,000	-7.70
Season Tickets	219,017	230,000	218,000	218,000	-5.20
Excess Charges	107,888	106,000	106,000	106,000	0.00

<b>Total Income</b>	<b>2,335,423</b>	<b>2,426,000</b>	<b>2,221,000</b>	<b>2,264,000</b>	<b>-6.7</b>
	<hr/>	<hr/>	<hr/>	<hr/>	
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14.1.2 For 2012-13 car park income levels are forecast to fall by 6.7%. This is due to the continuing effects of the recession, Severn Trent sewer replacements and the on-going impact of competition from on-street parking charges, where short stay charges are comparable to those in the Council car parks.

The effect of this fall means that car parking will be £210,000 short of its target income for 2012-13.

Due to the economic downturn the revised estimate for 2011-2012 is £205,000 (8.5%) less than the original estimate.

14.1.3 The Head of Neighbourhood Services feels that most charges should stay the same, with the only major change being the introduction of 24 hour parking in order to retain and encourage usage.

14.1.4 In assessing the options for changes to off-street charges officers have taken into account the current and past performance in each town, the external factors which are or will play a part in the performance in each town over the next 12 months and the feedback gained from ongoing discussions with both the Town Centre Partnerships and the Town Councils.

14.1.5 Over the last four years WDC has sought to increase off-street income by increasing the level of charges made. In many cases individual charges have increased by 30%, however, off-street income overall has risen by just 3%.

## 14.2. Main Changes

14.2.1 Kenilworth – to keep existing charges for all tariff bands and season tickets at their current levels but :-  
a) introduce charging in Kenilworth across 24 hours a day via a flat rate fee of 50p to cover the current free period between 6pm to 8am Monday to Saturday.  
b) reintroduce Sunday charges (removed in 2007) between 8am on Sunday to 8am on Monday at a 50p flat rate fee.  
This would generate £11,000.

14.2.2 Leamington Spa -To keep existing charges for all tariff bands and season tickets at their current levels but implement the proposals set out below  
a) introduce 24/7 charging between in all surface car parks in Leamington except Adelaide Bridge based on a flat rate fee of 50p between 8pm and 8am and in Leamington Old Town between 6pm and 8am. Existing overnight charging in multi-storey car parks remain unchanged. The introduction of charging between 8pm and 8am allows the provision of a service improvement for those who need to leave a car in a car park for more than 24 hours. Examples of this are for people staying at a hotel with no / restricted parking and for people who use the railway station.

b) remove 15 minute stay period in Bedford Street car park and all car parks in Old Town and replace with at a charge of 20p for the half hour stay. This is aimed at increasing shoppers dwell time and has been successful in Kenilworth.

These charges would be in line with the old on-street charges for a half hour. Given the impact of the increase that the half hour on-street charge has had on on-street usage officers believe this option should initially be introduced where there is spare capacity in car parks so to monitor the impact and determine if this should be extended to the other car parks.

c) improve the service we offer and increase income by providing "Parent and Child" parking provision on the lower floor of Covent Garden Multi-storey car park. There is high demand for this service in Royal Priors. This service is being provided on the lower floor in Covent Garden as part of the car park upgrade funded from S106 money

The three proposals (a-c above) are anticipated to raise £20,000.

14.2.3 Warwick - To keep existing charges for all tariff bands and season tickets at their current levels but implement the two proposals set out below :-

a) introduce 24/7 charging in all car parks in Warwick which charge Monday - Sunday. The existing "free" period at St Mary's Lands Area 3 will remain. The introduction of 24/7 charging allows the provision of a service improvement to those who need to leave a car in a car park for more than 24 hours. Examples of this are for people staying at a hotel with no / restricted parking and those people who are using the railway station.

b) remove the 15 minute stay period in New Street and Westgate car parks and replace with a 20p charge for the half hour stay. This option was proposed by Warwick Chamber of Trade in 2010 but not taken up as in order to look at the impact of the removal of the 15 minute free across the District. These charges would be in line with the old on-street changes for a half hour.

These options are anticipated to raise £12,000.

### 14.3 Consultation

14.3.1 Appendix B details the extensive consultation undertaken by the Head of Neighbourhood Services.

### 14.4 Delegation

14.5.1 Legal Services has advised that the Head of Neighbourhood Services needs delegated authority to implement the increase/changes in parking charges. It is duly requested and forms part of the recommendations in section 2.

### 14.5 Abbey Fields Parking

14.5.1 This is subject to a separate report to this Executive. Any income generated by this proposal has not been included in the figures presented in Appendix A.

## **15 Warwick Response**

### 15.1 Housing Revenue Account

15.1.1 The income generated from the Warwick Response Fees and Charges is

currently credited to the Housing Revenue Account so this does not benefit to the General Fund.

- 15.1.2 It has taken some time to apply the increase in charges introduced in April 2011. This has included asking those who were paying by standing order to amend their orders or to pay by direct debit. Applying a further increase for 2012-13 would be insufficient to meet the increased administrative costs incurred. During the year the service and associated costs will be reviewed with a view to applying an uplift of 2 years inflation plus a further 10p increase from April 2013, a total uplift of 25p.