

Committee: Joint Regulatory Service Committee

Date: 10 October 2017

Wards:

Subject: Discretionary Fees and Charges (Merton)

Lead officer: Chris Lee, Director for Environment & Regeneration

Lead member: Cllr Ross Garrod, Cabinet Member for Street Cleanliness and Parking (LB Merton); Cllr Nick Draper, Cabinet Member for Community and Culture (LB Merton), Cllr Pamela Fleming, Strategic Cabinet Member for Environment, Business and Community (LB Richmond - Chair); Cllr Rita Palmer (LB Richmond)

Contact officer: Paul Foster, Head of the Regulatory Services Partnership

1. RECOMMENDATIONS:

- 1.1 To review and advise on the Merton Regulatory Service fees & charges which will apply from 1 April 2018 as set out in Appendix A

2 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 2.1. This report outlines the proposed discretionary fees and charges for Merton Council in 2018/19

3 DETAILS

- 3.1. Council policy requires an annual review of discretionary charges. In proposing these charges officers and Members must consider:
- Whether there are any statutory or legal requirements that may affect the setting of fees
 - Any service/ community plan objectives directly related to the fees
 - Current market conditions i.e. competitor and/ or comparator prices
 - Impact of changes on the user group
- 3.2. Fees and charges are set in order that the Council can recover the full cost of providing the service. The exception to this would be those areas where it is a policy to provide subsidised services or where there is specific central government guidance.
- 3.3. A summary of all the proposed discretionary fees and charges for Merton Council is shown in Appendix A. For the last three years, fees and charges have remained unchanged. For this reason, it is proposed to increase many of the charges by 5% (rounded up or down as appropriate). This takes account of inflation (as measured by the Retail Price Index) over the last three years and also the increased cost of providing the service.
- 3.4. This report is limited to an exploration of Merton's fees & charges because Richmond's fees are due to be set in February and Wandsworth has already set its fees and charges (min 3.5%). It should be noted that each borough

has differing fees and charges that reflect their own local costs of providing the service.

4 ALTERNATIVE OPTIONS

- 4.1. Fees and charges could remain at the same level as they currently are but the Council would not be able to recover the full cost of providing the service.

5 CONSULTATION UNDERTAKEN OR PROPOSED

- 5.1. Fees within the Regulatory Services Partnership (RSP) are agreed by the RSP Board and are reviewed by the Joint Regulatory Service Committee.

6 TIMETABLE

- 7 It is proposed that the revised fees & charges which will apply from 1 April 2018.

8 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 8.1. The Regulatory Services Partnership is involved in the delivery of a wide range of regulatory functions and the ability to charge for some of these services has always been a key source of funding that supports the cost of providing the service.
- 8.2. The licensing income budget was £256,290 in 2016/17 and has been increased to £268,790 to reflect the increased income likely to be generated by the proposals in this report. This represents a 5% increase overall.
- 8.3. Maximising income generation from discretionary sources forms a key part of the Council's budget reduction programme and Medium Term Financial Strategy. The charges set out in this report will be used in drawing up the revenue budget for 2018/19.

9 LEGAL AND STATUTORY IMPLICATIONS

- 9.1. Councils have discretionary powers to charge for some services and the fees and charges included in this report fall within the legal framework for charging

10 HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

- 10.1. The proposals in this report do not include any change to the Council's charging policies and no adverse impact on any particular groups of people has been identified.

11 CRIME AND DISORDER IMPLICATIONS

- 11.1. None identified

12 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

- 12.1. None identified

13 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

- Appendix A – list of existing and proposed fees and charges

14 BACKGROUND PAPERS

APPENDIX A

Regulatory Services Partnership Fees and Charges for Merton 2018/19

Service	2017/18 Total Charge	2018/19 Proposed Application Charge	2018/19 Proposed Enforcement and Compliance Charge	2018/19 Proposed Total Charge	Additional Information
Street Trading					
Forecourt, Tables and Chairs Licence					
New Application up to 1 sq. m	153.00	97.00	64.00	161.00	
New Application over 1 sq. m up to 6 sq. m	628.00	395.00	265.00	660.00	
New Application over 6 sq. m up to 12 sq. m	917.00	578.00	385.00	963.00	
New Application over 12 sq. m up to 18 sq. m	1,206.00	761.00	506.00	1,267.00	
New Application over 18 sq. m	1,785.00	1,125.00	750.00	1,875.00	
Renewal Application up to 1 sq. m	128.00	81.00	54.00	135.00	
Renewal Application over 1 sq. m up to 6 sq. m	603.00	381.00	253.00	634.00	
Renewal Application over 6 sq. m	892.00	563.00	374.00	937.00	

up to 12 sq. m					
Renewal Application over 12 sq. m up to 18 sq. m	1,181.00	744.00	466.00	1,240.00	
Renewal Application over 18 sq. m	1,760.00	1,109.00	739.00	1,848.00	
Variation to an Existing Licence Application up to 1 sq. m	178.00	113.00	74.00	187.00	
Variation to an Existing Licence Application over 1 sq. m up to 6 sq. m	653.00	412.00	274.00	686.00	
Variation to an Existing Licence Application over 6 sq. m up to 12 sq. m	942.00	594.00	396.00	990.00	
Variation to an Existing Licence Application over 12 sq. m up to 18 sq. m	1,231.00	776.00	517.00	1,293.00	
Variation to an Existing Licence Application over 18 sq. m	1,810.00	1,141.00	760.00	1,901.00	
Temporary Monthly Licence for Forecourt, Tables and Chairs (where full application has been submitted). Up to 1 sq. m.	8.50			9.00	

Temporary Monthly Licence for Forecourt, Tables and Chairs (where full application has been submitted). Over 1 sq. m up to 6 sq. m.	48.00			51.00	
Temporary Monthly Licence for Forecourt, Tables and Chairs (where full application has been submitted). Over 6 sq. m up to 12 sq. m.	72.00			76.00	
Temporary Monthly Licence for Forecourt, Tables and Chairs (where full application has been submitted). Over 12 sq. m up to 18 sq. m.	96.00			101.00	
Temporary Monthly Licence for Forecourt, Tables and Chairs (where full application has been submitted). Over 18 sq. m.	145.00			153.00	
Iterant Traders (remote pitch not a market stall)					

Remote Pitch (Iterant trader) (not a market)	1,320.00	832.00	554.00	1,386.00	
Markets					
Market Trading Registration Fee	25.00			27.00	
Regular Market Pitch (fee per day)	12.00			13.00	
Casual Market Pitch (fee per day)	20.00			21.00	
Specialist Market Fee (minimum of ten stalls/pitches for up to 4 days or part thereof.	5.15			6.00	
Massage and Special Treatment Fees					
New premises and renewal (small) up to 3 Therapists	325.00	206.00	136.00	342.00	
New premises and renewal (large) between 4 and 10 Therapists	400.00	252.00	168.00	420.00	
New premises and renewal with 11 Therapists and above	400.00 plus 51.00 per additional therapists	252.00 plus 33.00 per additional therapists	168.00 plus 21.00 per additional therapists	420.00 plus 54.00 per additional therapists	
Additional fee for light and electric treatments.	30.00	20.00	12.00	32.00	
Additional fee for tattooing	66.00	42.00	28.00	70.00	

and body piercing.					
Transfer of an existing licence	25% of the equivalent current premises fee – minimum fee £120.00	77.00	50.00	25% of the equivalent current premises fee – minimum fee £127.00	
Application to vary an existing licence	66.00	42.00	28.00	70.00	
Alteration to premises or facilities.	84.00	54.00	35.00	89.00	
Alteration to permitted hours of operation.	42.00	27.00	18.00	45.00	
Animal Licensing					
Animal boarding establishments	351.00	222.00	147.00	369.00	
Dog sitting	172.00	109.00	72.00	181.00	
Dog breeding establishments	236.00	149.00	99.00	248.00	
Dangerous wild animals (new)	405.00	256.00	170.00	426.00	
Dangerous wild animals (renewal)	236.00	149.00	99.00	248.00	
Pet shop	195.00	123.00	82.00	205.00	
Riding establishments (new)	692.00	437.00	290.00	727.00	
Riding establishments (renewal)	402.00	254.00	169.00	423.00	
Keeping performing	123.00	78.00	52.00	130.00	

animals					
Dean city farm (renewal)	42.00			45.00	
Sex Establishments					
Sex establishments	28,575.00	18,003.00	12,001.00	30,004.00	
Scrap Metal					
Scrap metal dealer (site)	377.00	234.00	162.00	396.00	
Scrap metal collector	203.00	146.00	96.00	242.00	