

AGENDA ITEM: 13 Page nos. 61 - 72

Meeting Cabinet Resources Committee

Date 10 November 2005

Subject **Fees & Charges for Building Control, Parking and Planning 1 January 2006 – 31 December 2006**

Report of Cabinet Member for Resources
 Cabinet Member for Environment and Transport

Summary To approve fees and charges for Building Control, Parking and Planning as detailed in the report and Appendices.

Officer Contributors Mike Freestone, Head of Highways & Design
 Stewart Murray, Head of Planning

Status (public or exempt) Public

Wards affected Borough Wide

Enclosures Appendix A – Current/Proposed Charges for Work Schedules
 Appendix B – Other Sundry Fees and Charges
 Appendix C – Car Park Tariffs
 Appendix D – Schedule of Planning Fees & Charges

For decision by Cabinet Resources Committee

Function of Executive

Reason for urgency /
 exemption from call-in (if
 appropriate) N/A

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1. RECOMMENDATIONS

- 1.1 That the fees and charges detailed in Appendix A of this report be approved to take effect from 1 January 2006.**
- 1.2 That, for the borough's car parks that have an all-day tariff, a decrease in the all-day charge from £4.00 to £3.00 be approved.**
- 1.3 That the Planning schedule of fees and charges detailed in Appendix D of this report be approved to take effect from 1 January 2006.**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 Cabinet Resources Committee 23 September 2004 Decision no. 6 that increases in fees and charges above the rate assumed in the Financial Forward Plan be approved by Cabinet Resources Committee.

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 The Building (Local Authority Charges) Regulations 1998, require the Council's Building Control functions to recover all of its costs via charge income on works as controlled by Building Regulations and to break even over a rolling three year period after taking all costs into account.

4. RISK MANAGEMENT ISSUES

- 4.1 Failure to increase Building Control fees and charges will result in future costs not being fully recovered.
- 4.2 The financial impact of reducing the parking charges could result in a revenue reduction. The purpose of the reduction is to increase patronage thereby increasing the income derived from all day parking.
- 4.3 The increases in Planning fees and charges are necessary to meet new income targets and deliver budget savings.

5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

Building Control

- 5.1 Building Control services are required to ensure that the income received from the charges which they set fully recovers the costs of carrying out their prescribed building control functions.
The charge income received is based on building work which is demand driven. The slowdown in the construction industry and current economic climate is making it difficult to achieve the balanced position required. The stringent financial controls currently being exercised are creating service pressures which cannot be contained long term. The estimated impact of additional income which will be generated to cover cost is £50,000 in a full year (£10,000 2005-06 taking winter period into account).

Parking

- 5.2 The significant underachievement of estimated car park income has been reported to this Committee as part of the 2004/5 outturn report and 2005/6

revenue monitoring process. As one way of improving the income position it is proposed to reduce charges for the all day tariff to increase usage and income. However, the financial impact cannot be predicted as it depends on the decisions of individual motorists. The aim is to increase patronage, and if this report is accepted, usage and consequential financial impact will be monitored and reported to the Cabinet Member for Environment and Transport. Should no new customers be attracted by a lower tariff, the possible annual revenue reduction would be £70,000. This equates to approximately 9% of the off-street annual pay and display revenue.

- 5.3 If the scheme is implemented this financial year, the earliest that change could be achieved is by the end of January, and the results will be monitored closely. As set out in paragraph 8.16 the change, if approved, will be actively promoted to maximise the impact.

Planning

- 5.4 Financial detail is set out in paragraph 8.17.

6. LEGAL ISSUES

- 6.1 See paragraph 3.1.

7. CONSTITUTIONAL POWERS

- 7.1 Constitution, Part 3 - Responsibility for Functions, Section 3 - Powers of the Executive, paragraph 3.6 - terms of reference of the Cabinet Resources Committee.

8. BACKGROUND INFORMATION

Building Control

- 8.1 For the purposes of charging, work is classified into three schedules which are common to all local authorities. These are:
- Schedule 1 – new houses and flats up to three hundred square metres in floor area and no more than three storeys including basements.
 - Schedule 2 – Certain detached garages and domestic extensions up to three storeys and loft conversions.
 - Schedule 3 – Other building works.
 - Schedules 1 and 3 apply to the areas of work where Barnet is currently at most risk of competition.
- 8.2 Current charges have been compared with the neighbouring London Boroughs of Brent, Camden, Enfield, Haringey and Harrow. The categories of work where increases are proposed range from twelve per cent below the mean of those boroughs to 1.8 per cent above.
- 8.3 All Barnet's current and proposed charges for Schedules 1, 2 and 3 are shown in Appendix A.

- 8.4 In Schedule 1 the charge for a single new dwelling is twelve percent below the mean and it is anomalous that this charge is less than for a domestic extension between ten and forty square metres. It is therefore proposed to increase this figure by fourteen per cent to bring it just above the mean and equate it to the proposed charge for the said extension. The income generated from this area is minimal and thus not quantified within this report.
- 8.5 Schedule 2 covers more applications than any other schedule. Small detached garages and carports are currently ten per cent above the mean so no increase is proposed. Other charges in this schedule are 1.5 to 1.8 per cent above the mean. It is proposed to increase these by five per cent which would still keep them below the highest of our neighbours.
- 8.6 Schedule 3 figures are close to or above the mean and no changes are proposed.
- 8.7 No increases are proposed for 'Other Sundry Fees and Charges' (copies of approvals etc) shown in Appendix B.

Parking

- 8.8 It is considered that occupation rates at some of the Council's off-street car-parks have fallen and a contributory factor is thought to be the level of the long-stay parking charge.
- 8.9 Where the demand and capacity allows, car parks offer all-day parking which can be of use to people working in the local area and for people transferring to public transport to continue a journey.
- 8.10 The all-day charge was £3.00 in 2003/4 and was increased to £5.00 for 2004/5. There are no before and after occupancy studies, but the perception is that usage substantially declined.
- 8.11 For the year 2005/6 the all-day charge was reduced to £4.00. Revenues have broadly remained the same – however as short-stay charges had increased at the same time, this indicates that the all day reduction did not attract additional patronage such as to cover the reduction in tariff. Members, residents and the media continue to comment on apparent low usage of many car parks.
- 8.12 In designating off street paid parking places under the Road Traffic Regulation Act, the key issue is to implement parking policies, not to do so for the purpose of raising revenue. If patronage is low, this means the Council is not achieving an aim of providing a suitable parking facility in a given area. The solution is to reconsider charges to increase usage, but to accept that this may lead to a reduction in revenue.
- 8.13 It is therefore recommended that the tariff in off-street car parks, where there is an all-day tariff be amended to give an all day charge of £3.00 in accordance with the table shown in Appendix C with effect from 1 January 2006. Charges other than the all-day rate would remain the same, and thus continue to be consistent with all on-street tariffs where the charge bands are the same (though the maximum stay varies dependant on local needs).

- 8.14 It should be borne in mind that since the tariff was last £3.00, some people will have developed new parking habits which might continue. High Barnet, Finchley Central, and (just outside the borough) Arnos Grove all offer station car parking for £2.50 a day and for some people this will be an attractive alternative. Some station car parks in Barnet are £2.00 a day and there are still areas where one can park on-street close to a station for no cost. Even within the Council's controlled parking zones there are some 3,000 free car parking spaces. All of these factors mean that the use of Council car parks for long- term parking may remain low – particularly by people continuing a journey by public transport.
- 8.15 Car park machines do not regularly download transactions onto a database for later analysis, but estimates can be prepared by sampling data held in a short term memory in each machine. Extrapolating, it is estimated that 70,000 transactions a year are for “all day” parking.
- 8.16 It is proposed to promote the reduced charge through the use of prominent notices for a period of time. This would take the form of street notices in local streets and specific messages on the car park tariff boards and entry points.

Planning

- 8.17 The majority of planning related fees are set nationally by Government and the Council has no control over when these are set which are at flat rates. The most recent increase by the Office of the Deputy Prime Minister was April 2005 and these increases were built into the planning budget. Other locally set fees and charges, detailed in Appendix D, are proposed to be changed in a number of ways reflecting research and benchmarking against other charged services and local authorities as follows:-
- Increased by inflation - some documents and planning publications where significant modifications have taken place, for example the Unitary Development Plan.
 - Inflation level increases on a number of publications including conservation area appraisals and Tree Preservation Orders.
 - No increases in photocopying and reproduction map charges with some reductions where live documents.
 - Increases above inflation in pre-application advice and Section 106 professional costs recovery charges, reflecting increased work input and costs. New category of charges for very major developments advice.
 - No increases or some reductions in hourly rate charges for pre-application and Section 106 advice.

9. LIST OF BACKGROUND PAPERS

- 9.1 None.

BS: RB
BT: PA

Highways & Design

APPENDIX A

Building Control

Fees and Charges 2005/2006

Schedule 1 Charges for small domestic buildings (New Houses & Flats)

No. of Dwellings	Current Charges		Proposed Charges WEF 01/12/05		Difference	% Change
	Building Notice		Building Notice			
	Deposit Charge		Deposit Charge			
	Basic Charge	Additional fee for each dwelling above the minimum no.in Column 1	Basic Charge	Additional fee for each dwelling above the minimum no.in Column 1		
Column 1	£	£	£	£		%
1	£352	£0	£400	£0	48.00	13.64
2	£589	£0	£589	£0	0.00	0.00
3	£819	£0	£819	£0	0.00	0.00
4	£1,060	£0	£1,060	£0	0.00	0.00
5	£1,303	£0	£1,303	£0	0.00	0.00
6	£1,471	£0	£1,471	£0	0.00	0.00
7	£1,681	£0	£1,681	£0	0.00	0.00
8	£1,891	£0	£1,891	£0	0.00	0.00
9	£2,100	£0	£2,100	£0	0.00	0.00
10	£2,310	£0	£2,310	£0	0.00	0.00
11	£2,478	£0	£2,478	£0	0.00	0.00
12	£2,644	£0	£2,644	£0	0.00	0.00
13	£2,814	£0	£2,814	£0	0.00	0.00
14	£2,982	£0	£2,982	£0	0.00	0.00
15	£3,151	£0	£3,151	£0	0.00	0.00
16	£3,324	£0	£3,324	£0	0.00	0.00
17	£3,491	£0	£3,491	£0	0.00	0.00
18	£3,659	£0	£3,659	£0	0.00	0.00
19	£3,827	£0	£3,827	£0	0.00	0.00
20	£3,996	£0	£3,996	£0	0.00	0.00
21 - 30	£4,121	£129	£4,121	£129	0.00	0.00
30 & over	£5,401	£95	£5,401	£95	0.00	0.00

Interpretation of Schedule 1

For the purposes of the Table, the reference in the heading to column (1) is a reference to the number of dwellings in the building.

For Building or buildings having a floor area exceeding 300m² please refer to schedule 3.

VAT - The above charges are net of VAT. All fees (other than regularisation charges) are vatable.

For simplification, only Building Notice Charges are shown. Full Plans Charges are the same, but are split into a deposit charge of 25% and an inspection charge of 75% of the total. Regularisation Charges are 120% of the Building Notice net charge

Highways & Design

Building Control

Fees and Charges 2005/2006

SCHEDULE 4 OTHER SUNDRY FEES AND CHARGES

Appendix B

		No Increases Proposed		
Service and Category	VAT Applicable Y/N	Current Gross Charge 2005/2006 (including 17.5% current VAT rate where applicable) £	Postage Scales	Notes
BUILDING CONTROL				
Building Control Publications Building Regulations - Additional copies of decision notices and completion certificates on Full Plans applications, Building Notices, and Regularisations.	Y	£40.00	C	Charges are specific to each dangerous structure and cover the costs incurred on works undertaken by the Council.
Dangerous Structures When undertaking works in accordance with Section 78 of the Building act 1984, reasonable expenses incurred by the council are to be recovered from the owner of the property.	Y	Actual		
ADDITIONAL ENQUIRIES ON LAND CHARGE SEARCHES	Y	£40.00	C	
RESEARCHING AND ARRANGING VIEWING OF BUILDING CONTROL CASE FILES.	Y	£40.00	N/A	
COPYING DRAWINGS AND ASSOCIATED DOCUMENTS FROM BUILDING CONTROL CASE FILES				
AO	Y	£8.00	B	
A1	Y	£6.00	B	
A2	Y	£6.00	B	
A3	Y	£6.00	C	
Photocopying				
A3	Y	£2.00	C	
A4	Y	£1.00	C	
All publications and maps subject to extra postage and packing, at the following scales, except where supplied to personal callers. Charges not subject to VAT				
Postage Scale				
A = £3.50	N			
B = £1.85	N			
C = £0.60	N			

| Faxed information - per A4 page in addition to relevant charge - £2.00

Car Park Tariffs

Current Tariff		Proposed Tariff 1 January 2006 – 31 December 2006	
Time Purchased	Charge	Time Purchased	Charge
up to 15 mins	£0.30	up to 15 mins	£0.30
up to 30 mins	£0.50	up to 30 mins	£0.50
up to 45 mins	£0.80	up to 45 mins	£0.80
up to 1 hour	£1.50	up to 1 hour	£1.50
up to 90 mins	£2.50	up to 90 mins	£2.50
up to 3 hours	£3.00	over 90 minutes	£3.00
over 3 hours	£4.00		

Fees and Charges 2006 - Planning Services

SERVICE	CURRENT CHARGE 2005	PROPOSED CHARGE 2006
<u>Policy Publications</u>		
UDP Inspector's Report (for residents only)	£60.00 (£18.00)	£63.00 (£19.00)
UDP deposit Draft July 2000 (for residents only)	£60.00 (£18.00)	£63.00 (£19.00)
Adopted Unitary Development Plan 1991 (for residents only)	£50.00 (£22.50)	£52.50 (£23.50)
Unitary Development Plan Review: Trends and Prospects (for residents only)	£25.00 (£13.00)	£26.00 (£13.50)
Unitary Development Plan Review: (1996 combined volume) Policy Issues Papers (for residents only)	£25.00 (£13.00)	£26.00 (£13.50)
Planning Briefs & Supplementary Planning Guidance (for residents only)	£17.00 (£8.00)	£18.00 (£8.50)
<u>Conservation Publications</u>		
Conservation Area Character Appraisals (for residents only)	£17.00 (£8.00)	£18.00 (£8.50)
Statutory List of Buildings of special architectural or historic interest (for residents only)	£29.00 (£12.80)	£30.00 (£13.50)
Schedule of Building of local or historic interest (for residents only)	£15.00 (£7.50)	£17.00 (£8.00)
Statutory List extracts One building per extra copy	£2.50 (£1.25)	£2.75 (£1.50)
Article 4 Directions per area	£3.50	£3.75
Conservation Area Maps (for residents only)	£22.00 (£10.50)	£23.00 (£11.00)
<u>Development Control Publications</u>		
Copies of Planning Decisions	£15.00	£17.00
Tree Preservation Order Full Document	£26.00	£28.00
Tree Preservation Order Extract	£15.00	£17.00
Weekly list of Planning applications per area-by post only <i>NB. No charge for emailing the weekly list</i>	£150.00	£155.00
<u>All Planning Services</u>		
Photocopying per copy		
A3	0.30p	0.30p
A4	0.20p	0.20p
Reproduction of maps/drawings (Historic Applications)		
A0-A2	£10.00	£10.00
A3	£6.25	£6.25
A4	£5.00	£5.00
Reproduction of maps/drawings (Live Applications)		
A0-A2	£10.00	£5.00
A3	£6.25	£3.00
A4	£5.00	£2.00
Dyeline paper copies(per copy)		

AO	£7.40	£7.80
A1	£6.40	£6.75
A2	£6.40	£6.75
A3	£6.40	£6.75
A4	£6.40	£6.75
All publications and maps subject to extra postage and packing, at the following scales, except where supplied to personal callers.	A= £3.50 B = £1.85 C = £ 0.60	A= £3.75 B = £2.00 C = £ 0.65
Faxed Information - per A4 page in addition to relevant charge	£2.10	£2.20
Ordnance Survey Extracts		
Price per extract (minimum of 3 extracts)	£13.00	£14.00
Historic Planning Information		
Price per file (for residents only)	£10.00 (£5.00)	£10.00 (£5.00)
Correspondence		
Planning History per question per address	£30.00	£32.50
Enforcement Enquiry per question per address	£30.00	£32.50
High Hedge Complaints		
Complaint Investigation (Fee agreed at Cabinet Resources July 2005) (50% discount for specified benefits)	£450 (£225)	£450 (£225)
Other Planning Costs (Recovery of Costs Only)		
Planning Advice Charges (Pre-Application Advice)		
Category A (Complex - 25+ residential units or 2000m ² + of commercial floor space)	n/a	£2,935 (VAT Inclusive)
Category B (Major - 10-24 residential units or 1000m ² -2000m ² commercial floor space)	£1,175 (VAT Inclusive)	£1,468 (VAT Inclusive)
Category C (Minor - 2-9 residential units or 100m ² -999m ² commercial floor space)	£587.50 (VAT Inclusive)	£646.25 (VAT Inclusive)
Hourly Rates For Subsequent Meetings		
Case Officer (up to Principal Planner/Deputy Team Leader/Manager)	£100 per hour	£100 per hour
Team Leader/Manager	£175 per hour	£125 per hour
Service Heads and Directors	£250 per hour	£150 per hour
Specialist Advice (Conservation & Design, Highways)	£100 per hour	£100 per hour
Section 106 Agreements Recovery of Professional Planning Services Costs		
Category A (Complex)	n/a	£1,500; £100 per hour after first 10 hours
Category B (Major)	£1,000	£1,000
Category C (Minor)	£650	£650

Notes

1. The average price increase for those fees and charges which have been raised is 5.1%
2. The average price increase for all fees and charges is 1.24%
3. The hourly rate for pre-application advice charges for Service Heads/Director and Team Leader/Manager has been reduced following benchmarking with London Boroughs of Westminster and Hammersmith & Fulham
4. A third pre-application advice and Section 106 recovery of costs category has been introduced for larger scale, complex developments
5. A new charge has been introduced for the photocopying of plans/drawings on live planning applications in response to customer complaints. The 2005 charge is unchanged for the photocopying of plans/drawings on historic planning applications