POLICY, FINANCE AND ADMINISTRATION COMMITTEE 28TH SEPTEMBER 2016 REVIEW OF CHARGES

REVIEW OF CHARGES										
Service Provided	Financial Objectives	Existing Charge	Effective Date	Annual	Annual	Concessions	Net cost/	Recommended Charge	Reason for	Additional
	of Charging Policy		of Last Increase	Income	Usage		(surplus) to MBC	2016-17	Recommendation	Income
				£				£		£
Room Hire Parkside (470) Room Hire Ferneley Room Civic Suite 1 Civic Suite 2 Civic Suite 1 & 2 combined All 3 rooms Party event 10am to midnight	to recover costs	Full Day/ Half Day/ extended use into evening/ evening use to midnight £26 per hour £155 / £82 / £82 / £82 £155 / £82 / £82 / £82 £285 / £155 / £155 / £155 £360/ £206 / £185/ £185 £570	01.04.14	£3,162	4 14 5 2 2 0	at the discretion of Heads of Service in consultation with the Head of Central Services	£00	Full Day/ Half Day/ extended use into evening/ evening use to midnight £26 per hour £155 / £82 / £82 / £82 / £82 / £82 £155 / £85 / £155 / £155 / £155 / £155 / £155 / £155 / £155 / £155 / £185 £360/ £206 / £185/ £185	Advertising materials showing the current rates have been printed for marketing purposes. The cost of reprinting these is more than the additional income that would result from an inflationary increase (£60). A full review including benchmarking will be undertaken during the next twelve months.	£0
Staff Car Parking	Commercial charges	£10 for a book of 10 tickets	1st April 2012	£7,068	610 full day, 180 half day	band 4-8 £5 per book, band 1-4 £2.50 per book		£10 for a book of 10 tickets	Staff parking charges are currently under review, in consultation with MT and unions	l
Phoenix House (472) Room Hire First Floor Rooms Board Room (F18) training Meeting Rooms 1 & 2 (F16/17) training Conference Room (F15) training Meeting Room 7 (F20) office Meeting Room 3 (F19) office Ground Floor Rooms Meeting Room 10 (G3) training Meeting Room 12 (G9) training Meeting Room 11 (G17) office Open Plan Area (G16)	to recover costs	No fees are currently set as Me and My Learning occupy the first floor in 2016-17 various bespoke leases based on -market rent negiotiated by Property Services (in line with previous years)	n/a	- £77,739		free use of meeting rooms 1 & 2 (F16/F17) to approved unfunded partners	-£2,074 (for * whole service)	No fees set for 2015-16 as Me and My Learning are in occupation. It is assumed they will occupy the first floor in 2016-17 various bespoke leases based on market rent negiotiated by Property Services (in line with previous years)	No alternative options currently available to pay for a market rent. The subsidy for The Venue and Me & My Learning is approved by Members, the project is an exemplar for assisting people to become financially, socially and digitally independent. There are wider benefits which will help to save the draw on the public purse, for example getting long term unemployed people back into employment	£O
Land Charges (580) Expedited Search]]]		£15		£1,120
Responses to individual CON29 questions (MBC component only) 1.1a-f inclusive 1.1 f,g,h,j,k,l; 3.7 a,b,c,d,f,g;8.8;3.9 a-n inclusive; 3.10a-h inclusive Responses to individual CON29 questions 3.3 a,b,c	to recover costs	- new charges to be introduced 1st October 2016		£81,629 (for whole service)	750	none	-£22,024 for whole service	£25 £1.75 £20	introduce charges for new	,
Copies of planning permissions Copies of searches	To cover costs and statutory charge for the element for which charges can be made	£12 £7	01.04.16 01.04.09					£12 £7	usage is minimal, access is made electronically via the website	

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	of Charging Policy		of Last Increase	Income	Usage		(surplus) to MBC	2016-17	Recommendation	Income
				£				£		£
Central Services (810)									ו	
Sale of Documents									Due to the low charge and nil	
Statement of Accounts	ו	£6	01.04.13	£0	0	none	£0	£6	usage benchmarking has not	2.0
	to recover the								been undertaken. However the	1
Budget Book	marginal costs	£6	01.04.15	£0	0	none	£0	£6	 aim is to cover actual costs incurred and direct users to 	401
	of production								electonic documents which are	
	· ·								provided free.	
Audit Letter		£6	01.04.15	£0	0	none	£0	£6		£0