

POLICY, FINANCE AND ADMINISTRATION COMMITTEE
26TH SEPTEMBER 2017

APPENDIX A

REVIEW OF CHARGES

Service Provided	Financial Objectives of Charging Policy	Existing Charge	Effective Date of Last Increase	Annual Income £	Annual Usage	Concessions	Net cost/ (surplus) to MBC	Recommended Charge 2018-19 £	Reason for Recommendation	Additional 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 £180 / £100 / £30 £250 / £130 / £45 £210 / £110 / £40 £320 / £180 / £60 £400 / £250 / £70 £650	01.04.17	£6,485	384420	at the discretion of Heads of Service in consultation with the Head of Communities & Strategic Asset Manager		£180 / £100 / £30 £250 / £130 / £45 £210 / £110 / £40 £320 / £180 / £60 £400 / £250 / £70 £650	last increase was 1st April 2017 after a benchmarking review as part of the PFA report in January 2017 to compare similar venues, the current rate is set is anticipated to encourage shorter term use and increase bookings, therefore no increase is proposed. Sliding scale of refunds to be introduced from 1st October 2017: less than 2 weeks but more than 1 week 50%, less than 1 week 0%	£0
Staff Car Parking	Commercial charges	£16 a book of 10 tickets	01.01.17	£9,881	241 half day 1113 full day	band 4-8 £8 a book band 1-4 £4 a book		£16 a book of 10 tickets	last increase January 2017 therefore no increase proposed	£0
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 2017-18 various bespoke leases based on market rent negotiated by Property Services (in line with previous years)	n/a	£43,055		free use of meeting rooms 1 & 2 (F16/F17) to approved unfunded partners	£30,411 (for whole service)	It is assumed Me and My Learning will continue occupation of the first floor in 2018-19 various bespoke leases based on market rent negotiated by Property Services (in line with previous years)	No alternative options currently available to pay for a market rent for the first floor. Arrangements with partners are based on legally binding leases and are negotiated at the time of occupation	£0

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Land Charges (580)										
Optional enquiries:	To cover costs and statutory charge for the element for which charges can be made									
Each printed enquiry questions 4-21		£12.00	01.04.17	£82,026 (for whole service)		none	£13,430 for whole service	£12.00	These optional enquiries have minimal usage. All other Land Charges have been increased in line with inflation	£0
question 22 common land		£15.00	01.04.17					£15.00		
own additional enquiry		£16.00	01.04.17					£16.00		
Expedited search (response 48 hours)		£15.00	01.04.17					£15.00		
Copies of planning permissions		£12.00	01.04.16					£12.00		
Copies of searches		£7.00	01.04.09					£7.00		
Central Services (810)										
Sale of Documents										
Statement of Accounts	to recover the marginal costs of production	£6	01.04.13	£0	0	none	£0	£6	Charges need to be outlined in the councils publication document and is line with other local authorities who also charge for these documents	£0
Budget Book		£6	01.04.15	£0	0	none	£0	£6		£0
Audit Letter		£6	01.04.15	£0	0	none	£0	£6		£0