



# Cabinet

18 January 2024

Report of Councillor Ashley Baxter  
Deputy Leader of the Council

## Fees and Charges Proposals 2024/25

### Report Author

Richard Wyles, Deputy Chief Executive and s151 Officer

 [Richard.wyles@southkesteven.gov.uk](mailto:Richard.wyles@southkesteven.gov.uk)

### Purpose of Report

To set out the proposed fees and charges to be introduced for the financial year 2024/25.

### Recommendations

#### Cabinet is asked to:

1. recommend to Council the following fees and charges proposals for the financial year 2024/25:
  - a) Green waste bin annual collection charges:
    - increase of £2 on the first bin to £51
    - increase of £15 on all subsequent bins to £42
  - b) Increase of discretionary fees and charges as set out in Table 8.
2. approve the drafting of the South Kesteven District Council (Off-Street Parking Places) (Civil Enforcement Order) 2023, with or without amendments, for consultation in accordance with the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 to incorporate the following recommended changes:

- **Stamford:**
  - **New tariff structure Monday to Saturday 8am-6pm**
  - **£3 charge for evenings (long stay car parks only)**
  - **£3 maximum charge for Sundays and Bank Holidays**
- **Grantham**
  - **New tariff structure Monday to Saturday 7am – 7pm**
  - **1 hour free parking at all car parks (except Wharf Road car park)**
  - **2 hours free parking at Wharf Road car park**
  - **£2 charge for evenings**
  - **£3 charge for Sundays and Bank Holiday**
  - **the reclassification of Conduit Lane car park to a short stay car park**

3. consider the proposal from the Finance and Economic Overview and Scrutiny Committee to introduce 2 hours free parking on Saturdays for Conduit Lane Grantham and Guildhall Street Grantham
4. instruct officers to draft the appropriate order, consultation and advertising for the Notice of Variation to formally vary the South Kesteven District Council (Off-Street Parking Places) (Civil Enforcement Order) 2023.
5. agree to receive a further report summarising any consultation feedback received during the statutory period.

#### Decision Information

Does the report contain any  
exempt or confidential  
information not for publication?

No

What are the relevant corporate  
priorities?

Growth and our economy  
Housing that meets the needs of all residents  
Healthy and strong communities  
Clean and sustainable environment  
High performing Council

Which wards are impacted?

All Wards

## 1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

### ***Finance and Procurement***

- 1.1 The financial implications of the proposals set out in the report are not incorporated into the draft budget for 2024/25 as the new tariffs are subject to further consultation and consideration before they can be approved.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

### ***Legal and Governance***

- 1.2 Any legal implications associated with this report are referenced in the body of the report.

Completed by: Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer

## 2. Background

### **FEES AND CHARGES**

- 2.1 Fees and charges are a key element of the Council funding which raise approximately £8m towards the costs of delivery for specific services. In order to ensure a consistent and transparent approach to fee setting, a fees and charges policy has been approved by Council. The policy introduces a set of principles which have been applied to fees and charges setting.
- 2.2 The Council provides a wide range of services for which it is able to make a charge – either under statutory powers (set by the Government) or discretionary (set by the Council). Further definitions of the two main categories of charge are detailed below:

**Regulatory** – the majority of charges are set nationally and local authorities have little or no opportunity to control them. The income received from these charges is important as it contributes to the overall financial position of the Authority. However, income cannot be assumed to increase in line with other fees and charges set by the Council.

**Discretionary Charges** – By definition, these are charges for which local authorities can make independent decisions about tariffs. When setting these fees and charges, the Council's approach should be clear and in line with the corporate priorities.

## Fees and Charges Proposals 2024/25

This report is split into three distinct areas:

- Pay and display car parking
- Green waste
- General Fees & Charges

### Pay and Display Car Parking

On 28 November 2023, Finance and Economic Overview and Scrutiny Committee (OSC) considered a range of scenarios relating to the charges for the Council operated car parks at Grantham and Stamford.

The objectives of the review were to:

- Meet the needs of the different users specifically shoppers, visitors, commuters, businesses and residents
- Stimulate usage and demand across the car parks
- Simplify the tariff structures across all car parks
- Provide a blend of short and long term parking options in the towns

The Committee was presented with different scenarios for each of the towns of Grantham and Stamford and debated these before making the following recommendation:

### **Stamford:**

New tariffs Monday to Saturday 8am-6pm, £3 charge for evenings (long stay only) and a maximum £3 charge for Sundays and Bank Holidays.

### **Table 1 – Stamford Proposal**

<b>Heading</b>	<b>Proposal</b>
Charging Period	Tariff charges 8am- 6pm Monday to Saturday After 6pm, Sundays and Bank Holidays maximum £3 charge
Evening Charging (Long stay car parks only)	Yes

Sunday and Bank Holiday charging	Yes
Short Stay Car Parks Stamford	Bath Row St Leonard's Street Scotgate North Street
Long Stay Car Parks – Stamford	Wharf Road Cattlemarket
Season tickets at long stay car parks only	Yes

**Table 2 - Proposed new Pay and Display Tariffs**

Detail	£
<b>CAR PARKS - STAMFORD</b>	
<b>Charges are applicable 8am - 6pm, Monday to Saturday unless otherwise stated</b>	
SHORT STAY	
0-1 hours	1.50
1-2 hours	2.50
2-4 hours	4.50
over 4 hours	8.00
LONG STAY	
0-2 hours	3.00
2-4 hours	4.00
over 4 hours	5.00
EVENING CHARGES (Long Stay car parks only)	
6pm - 8am	3.00
SUNDAY AND BANK HOLIDAY CHARGES	3.00
The above tariffs will apply for each car park, up to a maximum of £3.00	

**Table 3 - Proposed new Season Ticket Charges**

Detail	£
<b>Stamford</b>	
LONG STAY SEASON TICKETS	
(Monday to Friday)	
Per Week	20.00
Per Month	65.00
Per quarter	170.00
LONG STAY SEASON TICKETS	
Per Week (7 days)	28.00
Per Month	94.50
Per quarter	227.50

### **Grantham:**

New tariffs Monday to Saturday 7am – 7pm, 1 hour free parking, £2 charge for evenings and a maximum £3 charge for Sundays and Bank Holidays.

**Table 4 – Grantham Proposals**

Heading	Proposal
Charging Period	Tariff charges 7am – 7pm Monday to Saturday After 7pm £2 flat charge, Sundays and Bank Holidays maximum £3 charge
Evening Charging	Yes
Sunday and Bank Holiday charging	Yes
Short Stay Car Parks – Grantham	Wharf Road (multi storey) Guildhall Street Watergate Conduit Lane
Long Stay Car Parks – Grantham	Welham Street (multi storey)
Season tickets at long stay car parks only	Y

Free Parking 1 hour in all Grantham car parks only, with an additional hour in Wharf Road multi storey	Y
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**Table 5 - Proposed new Pay and Display Tariffs**

Detail	£
<b>CAR PARKS - GRANTHAM</b>	
Charges are applicable 7am -7pm, Monday - Saturday unless otherwise stated	
<b>SHORT STAY (EXCEPT WHARF ROAD &amp; WELHAM STREET)</b>	
Up to 1 hour	Free of Charge
1-2 hours	2.00
2-4 hours	2.50
Over 4 hours	7.00
<b>SHORT STAY Wharf Road Grantham</b>	
Up to 2 hours	Free of Charge
2-4 hours	2.50
Over 4 hours	5.00
<b>LEISURE TARIFF - Welham Street</b>	
Up to 1 hour	Free of Charge
1-3 hours	1.50
3-4 hours	1.90
over 4 hours	5.00
<b>EVENING CHARGES</b>	
7pm - 7am	2.00
<b>SUNDAY AND BANK HOLIDAY CHARGES</b>	
The above tariffs will apply for each car park, up to a maximum of £3.00	3.00

**Table 6 - Proposed new Season Ticket Charges**

Detail	£
<b>Grantham</b>	

<b>LONG STAY SEASON TICKETS</b>	
(Monday to Friday)	
Per Week	20.00
Per Month	65.00
Per quarter	170.00
 <b>LONG STAY SEASON TICKETS</b>	
Per Week (7 days)	28.00
Per Month	94.50
Per quarter	227.50

A further recommendation from the Leisure and Economic OSC is to introduce 2 hours free parking on Saturdays for Conduit Lane and Guildhall Street in order to stimulate and encourage shoppers to visit the Saturday Street Market. Initial modelling would suggest that this would be an income loss of £10k per annum based on current usage numbers. Cabinet is asked to consider this request as part of their proposals.

The proposed changes to car park utilisation and performance will be reviewed following their implementation in order to assess their impact and to ensure the stated objectives have been met.

#### Amendments to the Car Parking Order – legislative procedure

This amendment to the Car Parking Order needs to be done by way of modification Order – this has the effect to modify/amend the original Order. The legislative procedure for this is as follows:

- Draft Order
- Commence Statutory Consultation in accordance with Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.
- Consult with Lincolnshire County Council (LCC) for formal approval of the order - (Please note that the Order cannot proceed without formal LCC approval as they are statutory consultees).
- Allow 3-4 weeks for consultees to respond for consultation

Assuming there are no objections from the above;

- Engross Order
- Publish Notice of proposals in local press
- Send Notice to all consultees
- Erect site Notices
- Serve Notices on premises occupied by persons affected by provisions
- Place details on website
- Place documents on deposit at Council Receptions for public inspection (for 28 days)

- Allow 28 days for objections (minimum of 21 days)

Assuming no unresolved or valid objections – Make the Order

- Publish Notice of making in local press that order will take effect on (as soon as ready following confirmation of Order)
- Notify any objectors that the order has been made and the reasons why
- Erect Notices on site
- Place details on website
- Place copy of “Notice of Making” on deposit in council locations (leave in place for 6 weeks)

If any objections are made during the statutory periods as set out above, the authority will need to give consideration to any objections received and provide appropriate responses. It is anticipated that if any objections are received, a report would be reviewed by the April meeting of Cabinet prior to final proposals being presented to the July meeting of Full Council for approval and implementation.

### **Green Waste Annual Collection Charges**

The Council provides a discretionary green waste garden collection service. The current charges and proposed increased charges to take effect from 1 April are shown in Table 7:

**Table 7 – Green Waste Charges**

<b>Description of Charge</b>	<b>2023/23 Charge</b>	<b>2024/25 Proposed Charge from 1 April 2024</b>
Delivery of Green Bin ( or bins to same address)	£10	£12
Provision of Green Bin (all new or additional bins)	£26	£28
Annual Collection Charge (first bin)	£49	£51
Annual Collection Charge (each subsequent bin)	£27	£42

This is in response to ongoing service cost increases relating to vehicle, operational and staffing costs in providing this discretionary service. However the charge still remains low when compared to neighbouring authorities.

The majority of the discretionary fee increases are in line with the directly related costs associated with delivering the service and therefore increases have been applied as shown in the table below. However it is noted that there is no proposed increase to the market service in order to encourage trader numbers to increase particularly at Grantham and Bourne.



**Table 8**

QUADRANT (as per the Policy)	HEADING	PROPOSAL FOR 2024/25	INCORPORATION OF POLICY PRINCIPLES
Discretionary	Arts centres	5% (rounded up to £1)	Subsidised
	Bus stations	3% (rounded up to 10p)	Subsidised
	Markets	0%	Subsidised
	Outdoor recreation	Up to 10%	Subsidised
	Planning, pre-planning and street naming and numbering charges set locally	Up to 11%	Cost Recovery
	Provision of new or replacement bins	8%	Cost Recovery
	Bingo premises, betting premises etc	Up to 7%	Cost Recovery
	Building Control charges	Up to 14%	Cost Recovery
	Cemetery charges	6.7%	Cost Recovery
	Fees for scrap metal dealers, tattooing, acupuncture, control of dogs, caravan parks etc	Cost recovery analysis undertaken	Cost Recovery
	Hackney Carriage, Animal licenses and sex establishments etc	Cost recovery analysis undertaken	Cost Recovery
	Houses of Multiple occupancy, Immigration inspections, contaminated land enquiries & Sampling of water supplies	Cost recovery analysis undertaken	Cost Recovery
	Planning fees set by Government (from 6 December 2023)	25-30%	Cost Recovery
Specialism	Community rooms & guest rooms	6.7%	Cost Recovery
	Domestic refuse collection e.g. bulky waste	Up to 23%	Cost Recovery
	Hygiene food safety, packs and energy efficiency standards	Cost recovery analysis undertaken	Cost Recovery

Details of the proposed fees and charges for 2024/25 are shown in Appendix A.

### **3. Reasons for the Recommendations**

3.1 Fees and charges are an integral part of the budget setting process.

#### **4. Appendices**

- 4.1 Appendix A – Car Parking Fees & Charges
- Appendix B – Fees and Charges

#### **5. Other Options Considered**

- 5.1 To not recommend fees and charges to Full Council.