

**CABINET MEMBER FOR CARBON REDUCTION AND SUSTAINABILITY**

**AGENDA**

**DATE:** Monday, 13 December 2021 **TIME:** 9.30 am

**VENUE:** Microsoft Teams Meeting

**MEMBERSHIP:** Councillor Phil Ireland (Cabinet Member Carbon Reduction and Sustainability)

**EXECUTIVE DECISION**

- |    |  |        |
|----|--|--------|
| 1. | Parks and Environmental Services Fees and Charges for 2022/23:<br>The Commercial and Community Development Manager to submit a written report. | 3 - 24 |
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**MATTERS FOR DISCUSSION (PAPERS NOT AVAILABLE TO THE PUBLIC)**

- |    |   |         |
|----|---|---------|
| 2. | Review of Safer Communities Off Street Parking Charges, Shop-Mobility And Vehicle Release Charges 2022/23 | 25 - 30 |
| 3. | Briefing Note - Potential Collective Energy Purchasing Scheme for Households                              | 31 - 34 |
| 4. | 2022/23 and 2023/24 (Indicative) Place Shaping & Economic Growth Service Budget Proposals                 | 35 - 48 |
| 5. | 2022/23 and 2023/24 (Indicative) Parks & Environmental Services Budget Proposals                          | 49 - 60 |
| 6. | 2022/23 and 2023/24 (Indicative) Safer Communities Service Budget Proposals                               | 61 - 70 |

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<b>REPORT TO:</b>	Cabinet Member for Environment, Waste Reduction & Recycling  Cabinet Member for Carbon Reduction & Sustainability
<b>DATE:</b>	14 December 2021 13 December 2021
<b>SERVICE AREA:</b>	Parks and Environmental Services
<b>REPORTING OFFICER:</b>	Commercial and Community Development Manager (Jon Clubb)
<b>SUBJECT:</b>	<b>Parks and Environmental Services Fees and Charges for 2022-23</b>
<b>WARDS AFFECTED:</b>	ALL DISTRICT
<b>FORWARD PLAN REF:</b>	N/A

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## **1.0 PURPOSE OF REPORT**

- 1.1 This report reviews the fees and charges which fall under the terms of reference of the Cabinet Member for Environment, Waste Reduction and Recycling and Cabinet Member for Carbon Reduction & Sustainability.
- 1.2 All relevant non-commercially sensitive fees and charges for Parks and Environmental Services are dealt with in a single integrated report. The report covers a diverse range of service areas including; Motor Transport, Waste Collection, Street Cleansing, Pest Control, Bereavement Services, Games in Parks, Recreation, Markets, Parks and Gardens and Events.
- 1.3 The decision on charges is the responsibility of the Cabinet Member for Environment, Waste Reduction and Recycling or Cabinet Member for Carbon Reduction & Sustainability, except where they are at variance with the guidelines in the Medium Term Financial Strategy (MTFS). The purpose of this report is to recommend for decision an increase in charges of 2.5% or more (some charges have been rounded) and to recommend to Cabinet those charges where no increase or less than 2.5% is proposed. This paper will support the finalisation of the 2022/23 General Fund Revenue Budget.

## **2.0 RECOMMENDATIONS**

### **PART A – Cabinet Member for Environment, Waste Reduction & Recycling**

- 2.1 That the changes to fees and charges in line with the 2.5% or more increase recommended in the Medium Term Financial Strategy are approved as set out in the report and in Appendix A.
- 2.2 That those changes where there is discretion and where an increase of less than 2.5% has been recommended, as set in paragraphs 7-13 of the report and in Appendix A, are referred to Cabinet for decision.

### **PART B – Cabinet Member for Carbon Reduction & Sustainability**

- 2.3 That the changes to fees and charges in line with the 2.5% or more increase recommended in the Medium Term Financial Strategy are approved as set out in the report and in Appendix A.
- 2.4 That those changes where there is discretion and where an increase of less than 2.5% has been recommended, as set in paragraph 6 of the report and in Appendix A, are referred to Cabinet for decision.

## **3.0 RECOMMENDED REASON FOR DECISION**

- 3.1 In order to align fees and charges to the Council's Medium Term Financial Strategy. Where market conditions indicate that it would not be desirable, variations have been made and will be kept under review.

## **4.0 ALTERNATIVE OPTION CONSIDERED AND RECOMMENDED FOR REJECTION**

- 4.1 Not to align charges to market conditions. This is recommended for rejection as it could adversely affect income.

## **5.0 INTRODUCTION**

- 5.1 This report should be read in conjunction with the draft revenue budget reports for the Environment, Waste Reduction and Recycling portfolio and Carbon Reduction & Sustainability portfolio at the relevant Cabinet Member meetings on 14 December 2021 and 13 December 2021, respectively.
- 5.2 The recommended charges detailed in Appendix A for 2022/23, in general, follow the decision of the Cabinet on the Medium Term Financial Strategy, whereby charges and prices are to be increased by 2.5%. Where appropriate some charges have been rounded off to simplify payment. The rationale for any exceptions is set out below.

## **6.0 MOTOR TRANSPORT**

- 6.1 The removal, storage and disposal of abandoned vehicles and MOTs are subject to statutory charges and as such are periodically reviewed by the

government. These are therefore recommended to be held at the same level as in 2021/22.

- 6.2 The fee for vehicle inspections (for internal staff customers only) is recommended to follow the 2.5% increase as set out in the MTFS. Details are included in Appendix A – Motor Transport.

## **7.0 WASTE COLLECTION**

- 7.1 No charge is made by the Council in respect of domestic premises or for certain premises set out in Appendix A - Waste. If charitable status is evidenced, then the same service offered to domestic customers is offered free of charge – any excess waste is subject to charges being applied as laid out in the Controlled Waste Regulations (England & Wales) 2012 and as agreed with the York & North Yorkshire Waste Management partnership. Appendix A – Waste, summarises these arrangements, which will remain in place unless legislation requires changes to be made.
- 7.2 The subscription price for the optional garden waste collection service has only increased once since the service commenced in 2017. However, it is recommended to hold these fees at the same level for the 2022 season, representing excellent value for money to our customers and to drive further subscriptions.
- 7.3 Demand and volume of deliveries (or collections) of new bins for developments has increased significantly as new home building has increased. It is proposed to amend the fees to ensure costs are fully recovered, particularly in respect to large or multiple deliveries across the district. The flat fee of £37.50 that was for an unlimited number of bins is recommended to be replaced by a minimum charge of £40 for delivery of up to 5 bins, with additional bins charged at £5 each.
- 7.4 The delivery charges for domestic wheeled bins and recycling boxes are recommended to come in-line with those for new developments with a standard £5 delivery charge – replacing the previous £16.50 charge for wheeled bins and £1.05 for recycling boxes. Customers will still be able to collect recycling boxes from key locations across the district free of charge.

## **8.0 STREET CLEANSING**

- 8.1 The Environmental Protection Act 1990 - and the associated Code of Practice on Litter and Refuse – lays down regulations and standards for street cleansing. Charges for 2022/23 will follow the recommended 2.5% increase, with figures rounded for simplicity. Outside of normal working hours services will attract a higher hourly rate to cover direct costs.
- 8.2 The ‘Manual Sweeper’ charge has been renamed as ‘Clearance works’ and will cover a range of ad-hoc services and contract works, as required.

## **9.0 BEREAVEMENT SERVICES**

- 9.1 To simplify the presentation of fees and charges for this service area the tables in Appendix A have split 'Cremations & Burials' and 'Memorialisation' into separate lists.
- 9.2 It is recommended that there continues to be no charge for the burial and cremation of persons under the age of 18.
- 9.3 A new 'bearer fee' of £30 is recommended for adoption to make clear the charging policy when assisting funeral directors with bearing a coffin at services.

## **10.0 GAMES IN PARKS**

- 10.1 Fees for the Games in Parks facilities are recommended to follow the decision of the Cabinet on the MTFS, whereby charges and prices are to be increased by 2.5%, with one exception – for a 'family ticket' of a mixed group of 4 adults and children to play tennis. At an increased price of £6 for one hour, this would still represent excellent value for money for a family activity at the high quality facilities.

## **11.0 FOOTBALL PITCH HIRE**

- 11.1 The Council provides a large number of grass football pitches across the district that are used predominately by junior football clubs. Charges are recommended to follow the 2.5% increase as set out in the MTFS.

## **11.0 PARKS AND GARDENS**

- 11.1 There is a legal requirement to notify allotment holders of changes to fees and charges 12 months in advance. This report therefore makes recommendations for fees and charges for the period 2023/24, at the standard increase of 2.5%.

## **12.0 MARKETS**

- 12.1 In recognition of the difficult trading conditions throughout the coronavirus pandemic, it is recommended to hold all fees and charges associated with the markets in Knaresborough and Ripon at the same levels as in 2021/22.

## **13.0 EVENTS**

- 13.1 All events organised on Council land must meet a minimum standard in terms health and safety to ensure they are enjoyable and safe. A continuing greater level of risk management is required to ensure safe working practices at all times (including during event build-up and during de-rigging) and also to reduce vulnerability to low-sophistication, high-impact, terrorism or other threats.
- 13.2 Local community and charity events are recommended to continue to benefit from no charge for land hire, including during set up and take down. National charity events may be charged at commercial rates on a case by

case basis at the discretion of the Director of Economy, Environment and Housing, in consultation with the Cabinet Member.

- 13.3 Professional fees for reviewing event management plans and for providing on site supervision / assurance at key events are recommended rise at the standard 2.5% rate. In exceptional circumstances an application to a hardship fund can be made to waive or reduce these fees, which will be assessed on a case by case basis by the Director of Economy, Environment and Housing in consultation with the Cabinet Member.
- 13.4 Following changes to the bond levels set last year, it is recommended to maintain these at their current values for 2022/23.

#### **14.0 REQUIRED ASSESSMENTS AND IMPLICATIONS**

- 14.1 The following were considered: Financial Implications; Legal Implications; Customer Services Implications; Equality and Diversity (the Public Sector Equality Duty and impact upon people with protected characteristics). If applicable, the outcomes of any consultations, assessments, considerations and implications considered necessary during preparation of this report are detailed in the body of this report or below.
- 14.2 Finance has been consulted during the preparation of this report and the proposed increases in fees and charges have been incorporated in the base budget for 2022/23.
- 14.3 Legal Services have been consulted about this report.
- 14.5 The Equalities Impact Assessment highlighted the significantly discounted rates available for bulky household items for those in receipt a discount on Council Tax. It is recommended to keep monitoring demand against cost in 2021-22 as well as customer feedback for this service.

#### **15.0 CONCLUSIONS**

- 15.1 The recommended charges are in line with the Medium Term Financial Strategy guidelines with the exception of those items set out in the report.

## Background Papers –

- Medium Term Financial Strategy 2022-23 to 2026-27, HBC.
- 2022/23 and 2023/24 (Indicative) Parks and Environmental Services Budget Proposals, HBC.
- Parks & Environmental Services Fees and Charges 2021-22, HBC.

**OFFICER CONTACT:** Please contact Jon Clubb, Commercial & Community Development Manager, if you require any further information on the contents of this report. The officer can be contacted at (*Commercial & Development Team, Parks and Environmental Services, PO Bo 787, Harrogate, HG1 9RW*) or by phone 01423 500600 or by e-mail – [jonathan.clubb@harrogate.gov.uk](mailto:jonathan.clubb@harrogate.gov.uk)

**Motor Transport Fees 2022-23**

Service	VAT	Unit Charge	2021/22 (£)	2022/23 (£)	Change (%)
<b>Abandoned Vehicles</b>					
Removing a vehicle	0	each	150.00	150.00	0.00%
Storing a vehicle	0	per day	20.00	20.00	0.00%
Disposing of a vehicle	S	each	80.00	80.00	0.00%
<b>MOT<sup>1</sup></b>					
Class 4 (cars / light van)	O/S	per test	54.85	54.85	0.00%
Class 7 (3.5 tonne / light goods vehicle)	O/S	per test	58.60	58.60	0.00%
Vehicle Inspection Fee (for internal HBC customers only, and includes VAT).	S	per inspection	71.00	73.00	2.82%
<b>Notes</b>					
1	Charges as prescribed by the Department of Transport and subject to increment when notified				

**Waste Collection - Fees and Charges 2022-23**

Service	VAT	Unit Charge	2021/22 (£)	2022/23 (£)	Change (%)
<b>Domestic premises and other specific premises<sup>1</sup></b>					
Domestic Premises - collection of domestic waste (excludes waste which can be charged for within the Controlled Waste Regulations (England & Wales) 2012).	N/A	N/A	No charge if standard service	No charge if standard service	0.00%
Charities / Ecclesiastical Premises	N/A	N/A	No charge if same service is used by domestic customers otherwise Schedule 2 applies	No charge if same service is used by domestic customers otherwise Schedule 2 applies	0.00%
Parish / Village Halls, Youth Clubs, Commercial Schools, Colleges & Residential Homes	N/A	N/A	Charge collection costs unless charity status (Schedule 2)	Charge collection costs unless charity status (Schedule 2)	0.00%
<b>Miscellaneous waste charges</b>					
Garden Waste Collection Service (inc VAT) <sup>2</sup>	S	per season	41.00	41.00	0.00%
Domestic Waste Bins (inc VAT) <sup>3,4</sup>	S	each	62.50	64.00	2.40%
Kerbside Recycling Boxes [Discretionary Fee] (inc VAT)	S	each	10.00	10.25	2.50%
Delivery charge - domestic waste bin or kerbside recycling box	S	each	Domestic bin 16.50 / Kerbside recycling box 1.05	5.00	N/A
Minimum delivery / collection charge for up to five bins (incl VAT) for new housing developments	S	up to 5 bins	37.50	40.00	6.67%
Delivery / collection charges for additional bins (incl VAT) for new housing developments	S	each	N/A	5.00	N/A
Administration charge - change of details (incl VAT)	S	N/A	14.00	14.50	3.57%
Collection of Bulky Household Articles (including Fridge/Freezer units)	O/S	per two items	45.50	46.75	2.75%
Collection of Bulky Household Articles (including Fridge/Freezer units) for residents in receipt of Council Tax discount	O/S	per two items	25.00	25.60	2.40%
<b>Notes</b>					
1	Charges are shown either including, excluding or VAT exempt. No charge is made by the Council in respect of domestic premises or for certain premises, where shown below. Charges are levied for collection costs unless charity status is provided. If charity status is provided then the same service offered to domestic customers is offered free of charge – any excess waste is subject to charges being applied as laid out in the Controlled Waste Regulations (England & Wales) 2012 and as agreed with the York & North Yorkshire Waste Management partnership. These will remain in place unless legislation requires changes to be made.				
2	Service delivered by wheeled bin (or by sack in areas we cannot access with our larger vehicles).				
3	If available half price 'used' bins may be offered (i.e. half of costs quoted in the table).				
4	Sales of bins for domestic waste are subject to the terms within the Waste Policy and applies to 140, 240 and 360 litre bins.				

**Street Cleansing<sup>1</sup> - Fees and Charges 2022-23**

Service	VAT	Unit Charge	2021/22 (£)	2022/23 (£)	Change (%)
Mechanical Sweeper with Driver	S	per hour	73.00	75.00	2.74%
	S	per day	on request	on request	N/A
Footway Sweeper with Driver	S	per hour	67.00	69.00	2.99%
Transit Van with Driver	S	per hour	41.00	42.00	2.44%
Clearance works	S	per hour per person	30.50	31.50	3.28%
<b>Notes</b>					
1	<p>The Environmental Protection Act 1990, and the associated Code of Practice on Litter and Refuse, lays down regulations and standards for street cleansing. The charges are set to cover direct costs and include VAT.</p> <p>Out of normal hours work requests will attract a higher hourly rate than the standard charge noted above.</p>				

**Cremations Burials - Fees Charges 2022-23**

Service	VAT	Unit Charge	2021/22 (£)	2022/23 (£)	Change (%)
<b>Cemeteries</b>					
<b>Burials<sup>2</sup></b>					
Child under 18 years	0	per burial	no charge	no charge	0.00%
Person 18 years and over	0	per burial	839.00	860.00	2.50%
Cremated remains	0	per burial	258.00	265.00	2.71%
For internment at depth exceeding 6 feet 6 inches	0	per additional foot or part	234.00	240.00	2.56%
Additional works beyond standard grave excavations	0	per request	price on application	price on application	N/A
HBC use of bariatric lowering device	0	per burial	256.00	262.00	2.34%
External hire charge for bariatric lowering device	0	per burial	615.00	630.00	2.44%
<b>Exclusive Right of Burial in Earthen Grave (50 years) (2)</b>					
Child under 18 years (plot for single burial)	0	per right	no charge	no charge	0.00%
Person 18 years and over (Stonefall, Knaresborough, Goldsborough, Kirkby Overblow, Fewston, Kirby Malzeard, Ripon, Pateley Bridge cemeteries).	0	per right	1227.00	1258.00	2.53%
Harlow Hill & Grove Road cemeteries	0	per right	1409.00	1444.00	2.48%
Cremated remains	0	per right	554.00	568.00	2.53%
Extension of burial rights by 50 years	0	per right	211.00	216.00	2.37%
Bricked grave	0	per grave	price on application	price on application	N/A
<b>Right of Single Burial</b>					
In unpurchased grave	0	per right	no charge	no charge	0.00%
In woodland grave (resident of HBC only)	0	per right	1023.00	1048.00	2.44%
<b>Crematorium</b>					
<b>Cremation<sup>1</sup></b>					
Child under 18 years	X	per cremation	no charge	no charge	0.00%
Person 18 years and over	X	per cremation	908.00	931.00	2.53%
Unattended cremation	X	per cremation	487.00	499.00	2.46%
Body parts (original cremation in Harrogate District)	X	per cremation	48.00	49.00	2.08%
Body parts (original cremation outside the Harrogate District)	X	per cremation	105.00	108.00	2.86%
Hospital batch of foetal remains	X	per batch	58.00	59.00	1.72%
Use of chapel organ during service	X	per service	31.00	32.00	3.23%
<b>Tributes and Webcasting (A)</b>					
<b>Photo Tributes</b>					
Single photo	S	per photo	13.00	14.00	7.69%
Simple slideshow	S	per 25 photos	40.00	41.00	2.50%
Professionally edited photo tribute	S	per 25 photos	74.00	76.00	2.70%
Family supplied video	S	each	19.00	20.00	5.26%
<b>Tribute Extras</b>					

**Cremations Burials - Fees Charges 2022-23**

Extra photos	S	per 25 photos	19.00	20.00	5.26%
Physical copy	S	per copy	19.00	20.00	5.26%
<b>Webcast</b>					
Live	S	per right	32.00	33.00	3.13%
Live + 28 day watch again	S	per grave	47.00	48.00	2.13%
Physical copy	S	per grave	52.00	54.00	3.85%
<b>Miscellaneous Charges</b>					
Bearer fee	X	per service	N/A	30.00	N/A
Grave deed amendments	X	per operation	32.00	33.00	3.13%
Preparation and registration of a "Deed of Transfer of Exclusive Right of Burial"	X	per transfer	55.00	56.00	1.82%
Search fee	X	per half hour or part	16.00	17.00	6.25%
Exhumation	X	N/A	price on application	price on application	N/A
Use of Stonefall chapel for memorial services / extended services / overrun (2nd booking slot)	X	additional slot	182.00	187.00	2.75%
Temporary deposit of ashes after first month and every subsequent month	X	per month	25.00	26.00	4.00%
Use of Stonefall chapel for burial service for all cemeteries, including Stonefall	X	per service	182.00	187.00	2.75%
Use of chapel of rest (Ripon)	X	per 24 hours or part	27.00	28.00	3.70%
Use of Ripon chapel	X	per service	65.00	67.00	3.08%
Metal urns to hold cremated remains	X	per urn	46.00	47.00	2.17%
Wooden casket to hold cremated remains	X	per casket	72.00	74.00	2.78%
Strewing of cremated remains from any other crematoria	X	N/A	72.00	74.00	2.78%
Forwarding of remains including price of special postal casket	X	per receptacle	72.00	74.00	2.78%
Flower container (inclusive of VAT).	S	per container	11.00	12.00	9.09%
<b>Notes</b>					
1	The cremation fee includes use of chapel, waiting room etc. and all other attendances after the coffin is placed on the catafalque, music, disposal of ashes and medical referee's fee (excluding cremation of body parts).				
2	These charges apply to recent past residents wishing to be interred. In the case of non-residents the above fees are increased by 50% in accordance with the policy agreed with the Director of Economy, Environment and Housing and the Cabinet Member.				
A	Prices inclusive of VAT				

**Memorialisation - Fees and Charges 2022-23**

Service	VAT	Unit Charge	2021/22 (£)	2022/23 (£)	Change (%)
<b>Memorials / Headstone and Inscriptions</b>					
Right to erect or place on a grave or vault where an exclusive right of burial has been granted (for the period of 30 years)					
A memorial not exceeding 1,000mm in height	0	per headstone	195.00	200.00	2.56%
A stone tablet (300mm x 300mm) laid flat on grave in infants section area (Section C - Stonefall cemetery only - please contact cemetery office for location of section)	0	per tablet	81.00	83.00	2.47%
Memorials up to 250mm in height with an inscription, including tablets, vases etc.	0	per vase	131.00	134.00	2.29%
For each additional inscription	0	per inscription	87.00	89.00	2.30%
Memorial concrete shoe <sup>2</sup>	0	per shoe	45.00	46.00	2.22%
<b>Memorialisation items<sup>A</sup></b>					
Memorial seat (inclusive of plaque) for 12 years	S	per seat	price on application	price on application	N/A
Renewal of seat for 12 years, retaining existing seat / plaque / base	S	per seat	292.00	299.00	2.40%
Renewal of seat for 12 years, with new seat / plaque on existing base	S	per seat	price on application	price on application	N/A
Additional seat plaque within existing period	S	per plaque	price on application	price on application	N/A
Bronze plaque on kerb side for a period of 12 years	S	per plaque	441.00	452.00	2.49%
Retaining of plaque on kerb side for further 12 years	S	per plaque	223.00	229.00	2.69%
Replacement plaque on seat / kerb side (existing period)	S	per plaque	214.00	219.00	2.34%
Memorial tree with label only for 12 years	S	per tree	220.00	226.00	2.73%
Renewal of memorial tree for 12 years, retaining existing block / plaque	S	per tree	334.00	342.00	2.40%
Renewal of memorial tree for 12 years, including new block / plaque	S	per tree	679.00	696.00	2.50%
Additional tree plaque on block within existing period	S	per plaque	340.00	349.00	2.65%
Wooden memorial board plaque for 12 year period	S	per plaque	105.00	108.00	2.86%
Bronze baby plaque for 12 year period	S	per plaque	166.00	170.00	2.41%

**Memorialisation - Fees and Charges 2022-23**

<b>Inscription in Book of Remembrance<sup>A</sup></b>					
Single entry - two lines - including 1 swipe card	S	per 2 lines	101.00	104.00	2.97%
Double entry - five lines - including 1 swipe card	S	per 5 lines	156.00	160.00	2.56%
Treble entry - eight lines - including 1 swipe card	S	per 8 lines	199.00	204.00	2.51%
Motif (5 - 8 line entry only)	S	per motif	73.00	75.00	2.74%
<b>Token Entries in Book of Remembrance<sup>A</sup></b>					
Single entry - two lines	S	per 2 lines	31.00	32.00	3.23%
Double entry - five lines	S	per 5 lines	36.00	37.00	2.78%
Treble entry - eight lines	S	per 8 lines	38.00	39.00	2.63%
<b>Miniature Replica Books<sup>A</sup></b>					
Book - with two lines	S	per book	95.00	97.00	2.11%
Book - with five lines	S	per book	125.00	128.00	2.40%
Book - with eight lines	S	per book	133.00	136.00	2.26%
<b>Additional Entries in Miniature Books<sup>A</sup></b>					
Two lines	S	per 2 lines	41.00	42.00	2.44%
Five lines	S	per 5 lines	49.00	50.00	2.04%
Eight lines	S	per 8 lines	53.00	55.00	3.77%
<b>Memorial Cards / Baby Cards<sup>A</sup></b>					
Card - with two lines	S	per card	22.00	23.00	4.55%
Card - with five lines	S	per card	28.00	29.00	3.57%
Card - with eight lines	S	per card	33.00	34.00	3.03%
Motif for card (2 - 8 line entry)	S	per motif	52.00	53.00	1.92%
<b>Electronic Book of Remembrance<sup>A</sup></b>					
First swipe card for existing inscriptions	S	per card	27.00	28.00	3.70%
Additional swipe cards	S	per card	18.00	19.00	5.56%
Additional electronic page	S	per page	72.00	74.00	2.78%

**Memorialisation - Fees and Charges 2022-23**

<b>Columbarium<sup>A</sup></b>					
Niche for two (inclusive of fascia tablet with 80 letters) for a 25 year period - including first disposal of cremated remains	S	per niche	515.00	528.00	2.52%
Renewal of niche for two for 25 years, retaining existing fascia tablet	S	per niche	428.00	439.00	2.57%
Renewal of niche for two for 25 years, including new tablet with 80 letters	S	per niche	502.00	515.00	2.59%
Extra letters	S	per letter	5.00	5.00	0.00%
Separate deposit of cremated remains in Niche	S	per niche	28.00	29.00	3.57%
Enamel plaque on niche tablet	S	per plaque	price on application	price on application	N/A
Emblem design on niche tablet	S	per design	price on application	price on application	N/A
Vase block (inclusive of plaque and flower holder) for a period of 12 years)	S	per block	442.00	453.00	2.49%
Renewal of vase block for 12 years Inc. existing plaque	S	per block	241.00	247.00	2.49%
Renewal of vase block for 12 years with new plaque	S	per block	434.00	445.00	2.53%
Replacement plaque for block within existing period	S	per plaque	217.00	222.00	2.30%
Birdbath plaque 6" x 3" for 12 year period	S	per plaque	194.00	199.00	2.58%
Birdbath plaque 7.5" x 3" for 12 year period	S	per plaque	238.00	244.00	2.52%
Birdbath plaque 8.5" x 3" for 12 year period	S	per plaque	387.00	397.00	2.58%
Birdbath plaque 9.75" x 3" for 12 year period	S	per plaque	403.00	413.00	2.48%
Birdbath plaque 11" x 3" for 12 year period	S	per plaque	420.00	431.00	2.62%
Photo / emblem design on birdbath plaque	S	per photo / design	price on application	price on application	N/A
Wall unit tablet 8" x 4" for 12 year period	S	per tablet	269.00	276.00	2.60%
Photo / emblem design on wall unit tablet	S	per photo / design	price on application	price on application	N/A
<b>Notes</b>					
1	The cremation fee includes use of chapel, waiting room etc. and all other attendances after the coffin is placed on the catafalque, music, disposal of ashes and medical referee's fee (excluding cremation of body parts).				
2	These charges apply to recent past residents wishing to be interred. In the case of non-residents the above fees are increased by 50% in accordance with the policy agreed with the Director of Economy, Environment and Housing and the Cabinet Member.				
A	Prices inclusive of VAT				

**Games in Parks<sup>1A</sup> - Fees and Charges 2022-23**

Service	VAT	Unit Charge	2021/22 (£)	2022/23 (£)	Change (%)
<b>Tennis</b>					
Adult	S	per court per hour	10.00	10.25	2.50%
Child / Concession	S	per court per hour	4.80	5.00	4.17%
Family ticket (mixed group of 4 adults and children)	S	per court per hour	4.80	6.00	25.00%
Hire of racket	S	per racket	2.40	2.50	4.17%
Hire of balls	S	per set (6)	2.00	2.10	5.00%
<b>Flat Green Bowls</b>					
Adult	S	per game / hour	4.00	4.10	2.50%
Child / Concession	S	per game / hour	2.60	2.70	3.85%
Season ticket, Adult	S	per season	70.00	72.00	2.86%
Season ticket, Child / Concession	S	per season	36.00	37.00	2.78%
Hire of woods	S	per set	2.20	2.30	4.55%
<b>Crown Green Bowls</b>					
Adult	S	per game / hour	4.00	4.10	2.50%
Child / Concession	S	per game / hour	2.60	2.70	3.85%
Hire of woods	S	per set	2.20	2.30	4.55%
<b>Golf</b>					
<b>Pitch and Putt</b>					
Adult	S	per round	5.00	5.10	2.00%
Child / Concession	S	per round	2.60	2.70	3.85%
Season ticket, Adult	S	per season	195.00	200.00	2.56%
Season ticket, Child / Concession	S	per season	96.00	98.00	2.08%
Book of 10 sessions, Adult	S	per book	40.00	41.00	2.50%
Book of 10 sessions, Child / Concession	S	per book	20.80	21.30	2.40%
<b>Putting, Crazy Golf, Table Tennis (30mins), Disc Golf</b>					
Adult	S	per round	2.90	3.00	3.45%
Child / Concession	S	per round	2.30	2.40	4.35%
Adult - try 2 activities	S	per round	4.50	4.60	2.22%
Child / Concession - try 2 activities	S	per round	3.50	3.60	2.86%
<b>General Charges</b>					
Lost golf ball	S	per ball	1.45	1.50	3.45%
Lost tennis ball	S	per ball	2.25	2.30	2.22%
Lost / broken club	S	per club	16.50	17.00	3.03%
Lost / broken racket	S	per racket	16.50	17.00	3.03%
Lost / broken disc	S	per disc	6.20	6.40	3.23%
<b>Notes</b>					
1	The Director of Economy, Environment and Housing, and Cabinet Member have the authority to vary charges in order to maximise usage and income.				

A	Prices inclusive of VAT.
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**Football Pitch Rents<sup>1</sup> - Fees and Charges 2022-23**

Service	VAT	Unit Charge	2021/22 (£)	2022/23 (£)	Change (%)
<b>Stray</b> (charge only applicable to changing facilities)					
Senior teams	X	per season	284.00	291.00	2.46%
<b>Cats Field, Crimple Meadow, Fysche Hall, Harlow Hill, Hydro, Queen Ethelburgas</b> (No changing facilities except Harlow Hill)					
Senior teams	X	per season	258.00	264.00	2.33%
Junior teams	X	per season	144.00	148.00	2.78%
<b>Hookstone Road and Hay-a-Park</b> (with changing facilities)					
Senior teams	X	per season	456.00	467.00	2.41%
Junior teams	X	per season	333.00	341.00	2.40%
<b>Killinghall Moor, Camp Close</b> (with changing facilities)					
Senior teams	X	per season	687.00	704.00	2.47%
Junior teams	X	per season	333.00	341.00	2.40%
<b>Hell Wath, Ripon</b> (with changing facilities - upon agreement with Ripon City)					
Junior teams	S	per season	144.00	148.00	2.78%
<b>One-off match hire</b>					
Killinghall Moor / Camp Close / Hell Wath (with changing facilities),	S	per match	72.00	74.00	2.78%
Killinghall Moor / Camp Close / Hell Watch (no changing facilities)	S	per match	41.00	42.00	2.44%
One off hire for Killinghall Moor Meeting Room only	X	per half day hire	41.00	42.00	2.44%
<b>Notes</b>					
1	The Director of Economy, Environment and Housing, and Cabinet Member have authority to vary charges in order to maximise usage and profit.				
2	Due to galas being held throughout the year at the Hydro, this will affect the overall cost for the hire of these facilities. No matches can be played when galas are taking place - discount of £18.50 per game cancelled.				

**Parks and Gardens<sup>1</sup> - Fees and Charges 2022-23**

Service	VAT	Unit Charge	2021/22 (£)	2022/23 (£)	Change (%)
<b>Hanging Basket Scheme</b>					
Subsidised rate	S	per basket	80.00	82.00	2.50%
Non-subsidised rate	S	per basket	132.00	135.00	2.27%
<b>Allotments</b> (Allotment holders are entitled to one year's notice for any price changes)					
<i>Rent for 300 square yards / 250m<sup>2</sup></i>			<b>2022/23</b>	<b>2023/24</b>	
Standard rental	X	per annum	68.00	70.00	2.94%
Senior citizens	X	per annum	36.50	37.50	2.74%
Water charges	0	per plot	12.80	13.10	2.34%
<b>Notes</b>					
1	The Director of Economy, Environment and Housing, and Cabinet Member have authority to vary charges in order to maximise usage and profit.				

**Markets Fees Charges 2022/23**

Service	VAT	Unit Charge	2021/22 (£)	2022/23 (£)	Change (%)
<b>Ripon &amp; Knaresborough Markets</b> (Fees Shown include standard VAT where applicable)					
<b>Trader fee - including pitch<sup>1</sup></b> 305cm / 10ft frontage (Standard Stall)					
Regular Trader - direct debit payment (standard rate effective for 40 weeks per year)	S	per stall per day	19.50	19.50	0.00%
Regular Trader - direct debit payment (Winter rate effective for 12 weeks per year) <sup>2</sup>	S	per stall per day	16.40	16.40	0.00%
Casual Trader	S	per stall per day	22.00	22.00	0.00%
New Starter Rate <sup>3</sup>	S	per stall per day	10.50	10.50	0.00%
<b>Other charges</b>					
Surcharge for HBC to provide and erect stall	S	per unit per day	5.00	5.00	0.00%
Small table / hanging space	S	per unit per day	2.40	2.40	0.00%
Electricity	S	per day	8.40	8.40	0.00%
Charity stall	S	per day	0.00	0.00	0.00%
<b>Notes</b>					
1	Van charges will be charged pro-rata against a 305cm / 10ft stall				
2	Discounted rate applies from w/c Mon 3 January 2022 for 12 weeks				
3	New starter rate applies only to self-assembly of traders' own stalls for the first four weeks of trading				
4	All regular stall holders must be direct debit payments and casual traders electronic payments through the HBC website.				

**Local Community Events Fees Charges 2022-23<sup>1</sup>**

Service	VAT	Unit Charge	2021/22 (£)	2022/23 (£)	Change (%)
<b>Hire Charge</b>					
Small event (up to 999)	S	per day	0.00	0.00	0.00%
Medium event (1000 - 1999)	S	per day	0.00	0.00	0.00%
Large event (2000+)	S	per day	0.00	0.00	0.00%
<b>Application Fee<sup>2</sup></b>					
Small event (up to 999)	S	per event	105.00	108.00	2.86%
All other events	S	per event	N/A	160.00	N/A
<b>Professional Fees<sup>3</sup></b>					
Event Management Plan due diligence	S	per event	200.00	205.00	2.50%
On site event supervision	S	per day	390.00	400.00	2.56%
<b>Bond<sup>4</sup></b>					
Small event (up to 999)	O/S	per event	400.00	400.00	0.00%
Medium event (1000 - 1999)	O/S	per event	1000.00	1000.00	0.00%
Large event (2000+)	O/S	per event	on application	on application	N/A
<b>Notes</b>					
1	Commercial event fees on application				
2	Non-refundable administration charge				
3	Discretionary fee to be applied more complex events that require additional advice and supervision				
4	Refundable minus any adjustments for damage to land / assets				

VAT Notes - Fees and Charges 2022-23

Description	Code	Rate
<b>VAT Explained</b>		
Standard	S	20%
Reduced rate	R	5%
Zero rated	0	Zero
Exempt	X	Zero
Outside of Scope	O/S	Zero

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<b>REPORT TO:</b>	Cabinet Member (Carbon Reduction and Sustainability)
<b>DATE:</b>	13 December 2021
<b>SERVICE AREA:</b>	Safer Communities
<b>REPORTING OFFICER:</b>	Head of Safer Communities (Dean Richardson)
<b>SUBJECT:</b>	<b>REVIEW OF SAFER COMMUNITIES OFF STREET PARKING CHARGES, SHOP-MOBILITY AND VEHICLE RELEASE CHARGES 2022/23</b>
<b>WARD/S AFFECTED:</b>	ALL DISTRICT
<b>FORWARD PLAN REF:</b>	N/A

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## **1.0 PURPOSE OF REPORT**

- 1.1 The report presents the Safer Communities budget proposals in respect of Parking Services, within the terms of reference of the Cabinet Member (Carbon Reduction and Sustainability)

## **2.0 RECOMMENDATION**

- 2.1 To recommend to Cabinet the Safer Communities charges for shop-mobility and vehicle release, for 2022/23, contained in Appendix A.
- 2.2 To recommend to Cabinet that charges for off street parking are not amended in this budget cycle.

## **3.0 RECOMMENDED REASON FOR DECISION**

- 3.1 To review charges in accordance with the Council's Financial Strategy.
- 3.2 To set charges in accordance with relevant legislation. Officers recommend no adjustments are made but kept under review.

## **4.0 ALTERNATIVE OPTION CONSIDERED AND RECOMMENDED FOR REJECTION**

- 4.1 Alternative recommendations would be contrary to the Financial Strategy of the Council.

## **5.0 THE REPORT**

- 5.1 The shop-mobility charges are contained in Appendix A and it is proposed that they are not increased (as has been the case in previous years). Private purchase of mobility scooters, the modest fees and modest demand means that any increase in charges would have a negligible impact upon income. The potential adverse impact of a charges increase is disproportionate to any financial or service benefit. It remains a valuable service for our customers.
- 5.2 Car park vehicle release fees are contained in Appendix A. They are levied where a customer leaves their vehicle in the car park after closing and need the vehicle released out of hours. This applies to our multi-storey car parks. Modest demand means that any increase in charges would have a negligible impact upon income and potentially increase debt and administration. The potential adverse impact of a charges increase is disproportionate to any financial or service benefit.
- 5.3 Most changes to off-street parking charges must be in conjunction with the Highway Authority (North Yorkshire County Council) to consider traffic management impacts. There are no current proposals to review charges but this does not preclude the ability to do so subsequently if the authorities consider it appropriate.
- 5.4 The service is recommending no increases to charges which requires consideration by Cabinet because it is not within the guidance and Financial Strategy, as agreed by Cabinet, in respect of shop-mobility and vehicle release fees and off-street parking charges for the reasons detailed above.
- 5.5 No increased income has been included in the budget for 2022/23, in respect of shop-mobility, vehicle release charges or off street parking charges. The projected income (the subject of a separate overall budget report) has been adjusted to reverse out previous reductions arising from the impact of the coronavirus pandemic.

## **6.0 REQUIRED ASSESSMENTS AND IMPLICATIONS**

- 6.1 The following were considered: Financial; Human Resources; Legal and ICT implications; Strategic Property/Asset Management Considerations; Risk Assessment; Equality and Diversity (the Public Sector Equality Duty and impact upon people with protected characteristics). If applicable, the outcomes of any consultations, assessments, considerations and implications considered necessary during preparation of this report are detailed below.
- 6.2 Finance has been consulted and comments incorporated into the report.

## **7.0 CONCLUSIONS**

- 7.1 The service is recommending no increases to charges which requires consideration by Cabinet because it is not within the guidance and Financial Strategy, as agreed by Cabinet, in respect of shop-mobility and vehicle

release fees and off-street parking charges for the reasons detailed in this report.

**Background Papers** – None.

**OFFICER CONTACT:** Please contact Dean Richardson if you require any further information on the contents of this report. The Officer can be contacted by e-mail at [dean.richardson@harrogate.gov.uk](mailto:dean.richardson@harrogate.gov.uk)

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**APPENDIX A SHOPMOBILITY AND VEHICLE RELEASE CHARGES 2022/23**

<b>Details</b>	<b>Unit</b>	<b>Charge £</b>
<b>Shop-mobility</b>		
Membership renewal	Per annum	12.50
Member's scooter hire or wheelchair hire	Per day	3.50
Non Member's scooter hire	Per day	6.50
Non Member's wheelchair hire	Per day	3.50
<b>Vehicle Release</b>		
Vehicle release from multi-storey car park (Victoria, Jubilee and West Park)	Per vehicle	60.00

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