


**NORTH LINCOLNSHIRE COUNCIL
OFFICER DECISION NOTICE AND RECORD
(PUBLISHED)**

1. DECISION TAKEN	
Approval of Fees and Charges relating to Economy and Growth areas: Building Control, Markets, Events, Tourism and Waters Edge	
EXECUTIVE	NON-EXECUTIVE <input checked="" type="checkbox"/>
(Please tick either)	
IS THIS A 'KEY DECISION' ? (see definition overleaf)	No
DOES THIS DECISION RELATE TO EXEMPT INFORMATION?	No
EXEMPT PARAGRAPH REFERENCE (NOT TO BE PUBLISHED)	

2. OFFICER DECISION TAKER	NAME: HELEN MANDERSON POSITION/POST: DIRECTOR: BUSINESS DEVELOPMENT SIGNATURE  DATE 11.05.20
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3. REASONS FOR THE DECISION (Please ref to any report/minute/background documents attached)	
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4. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED (BY DECISION TAKER(S))	
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*TO BE COMPLETED BELOW - **ONLY** WHEN A DELEGATED OFFICER DECISION REQUIRES PRIOR CONSULTATION WITH A MEMBER (LEADER OF THE COUNCIL, CABINET MEMBER/CHAIRMAN OF A COMMITTEE) IN ACCORDANCE WITH THE 'SCHEME OF DELEGATIONS TO OFFICERS' OR DECISION/MINUTE OF COUNCIL/COMMITTEE OR DECISION/MINUTE OF CABINET/CABINET MEMBER.*

5. DECISION REQUIRED TO BE TAKEN IN CONSULTATION WITH RELEVANT MEMBER	COUNCILLOR POSITION SIGNATURE DATE
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<p>6. ANY CONFLICT OF INTEREST DECLARED BY ANY EXECUTIVE (CABINET) MEMBER (S) CONSULTED, WHICH RELATES TO THE DECISION, OR (NON-EXECUTIVE) – ANY MEMBER OF THE COMMITTEE THAT DELEGATED THE DECISION TAKEN</p>	
<p>7. WITH REFERENCE TO 6. ABOVE - HAS ANY DISPENSATION BEEN GRANTED TO THE EXECUTIVE (CABINET) MEMBER? (ONLY APPLIES TO EXECUTIVE)</p>	

PLEASE REMEMBER TO ATTACH ANY ACCOMPANYING REPORT.

WHEN COMPLETE, PLEASE SEND TO SERVICE MANAGER: DEMOCRACY FOR PUBLISHING.

(The definitions of a key decision are when an **executive** decision is likely -

(i) to result in the Council incurring expenditure or the making of savings (including the receipt or loss of income) over £350,000 in any one financial year; or

(ii) to be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority).

NORTH LINCOLNSHIRE COUNCIL

**DIRECTOR OF BUSINESS
DEVELOPMENT**

ECONOMY AND GROWTH – FEES AND CHARGES

1. OBJECT AND KEY POINTS IN THIS REPORT

1.1 To review and agree the fees and charges for the following Economy and Growth areas

- Building Control
- Waters Edge Visitor Centre
- Ashby Market
- Brigg Market
- St Johns Market

2. BACKGROUND INFORMATION

2.1 The Economy and Growth Service has reviewed its current fees and charges in the following areas: Building Control, Waters Edge Visitor Centre, Ashby Market, Brigg Market and St Johns Market.

2.2 Building Control operates under the following legislation:

- The Building Act 1984
- The Building (Local Authority Charges) Regulations 2010

The revised charge is made in line with the CIPFA Guidance for Local Authority Building Control Accounting and guidance to balance the Building Control Budget. The hourly rate is proposed to increase from £49 to £50. There will be a minor reduction in associated costs through the method used to collect fees.

2.3 The charges at Waters Edge have been static for several years to consolidate the service to tenants and customers. The fees for room hire and services have been revised to bring in line with other provision in the area. The proposed fees and charges are outlined on the appendix to this report.

2.4 The North Lincolnshire Market Service is reviewing its charges for stall rental at Ashby and Brigg Markets and carts and adhoc market costs at St Johns Market. Ashby and Brigg Markets have not had an increase in charges for over 5 years.

- **Ashby Market** was relocated to Broadway in November 2017 from the old site. Stall fees were not increased at the time to allow the market to become established.
- **Brigg Market** requires some low-level investment to ensure stalls continue to meet Health and Safety standards. The proposed charge will work towards the full cost recovery for the service.
- **St Johns Market** Scunthorpe was relocated from the old Scunthorpe Market in March 2019. It has operated for a year. The stall rental levels are not within the remit of this fees and charges report.
- The fees and charges are detailed in the attached appendix 1.

2.5 These fees and charges have been reviewed to support the Council's desire for full cost recovery on services.

2.6 The new fee level for Building Control is to come into effect from 1st April 2020. The fees and charges in relation to Waters Edge and the markets will come into effect from 1st May 2020.

3. **OPTIONS FOR CONSIDERATION**

3.1 Option 1 – do nothing.

3.2 Option 2 – to approve the changes in fees and charges as outlined in this report and the appendix attached to this report.

4. **ANALYSIS OF OPTIONS**

4.1 Option 1 – this option will not achieve or work towards full cost recovery for these services.

4.2 Option 2 – this option will provide full cost recovery for the Building Control service and the costs of erecting and dismantling the market stalls at Ashby and Brigg Markets.

4.3 Option 2 is the preferred option.

5. **FINANCIAL AND OTHER RESOURCE IMPLICATIONS (e.g. LEGAL, HR, PROPERTY, IT, COMMUNICATIONS etc.)**

5.1 Financial – The revised fees will ensure full cost recovery.

5.2 Staffing – There are no additional staffing implications.

5.3 Property – There are no property implications as a result of this report.

5.4 IT – A cashless system is being introduced at Ashby and Brigg Markets which will coincide with the increase in fees and charges. Online payments or card payments will be required from the implementation date. The system does not require any further resource investment.

6. OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)

6.1 An integrated Impact Assessment was completed and the findings of this is that there will be no negative impacts resulting from the implementation of the fees and charges as set out in this report and appendix.

6.2 As there is no negative impact a Stage 2 Integrated Impact Assessment is not required.

7. OUTCOMES OF CONSULTATION AND CONFLICTS OF INTERESTS DECLARED

7.1 Market Traders and Tenants have been advised of the intention to increase the charges identified in this report.

9. RECOMMENDATIONS

9.1 To approve the fees and charges for 2020 – 2023 as detailed in the background documents, appendix 5.

DIRECTOR OF BUSINESS DEVELOPMENT

Church Square House
SCUNTHORPE
North Lincolnshire
DN15 6NL

Author: Jenny Couch/Guy Hobson
Date: 6 March 2020

Background Papers used in the preparation of this report

The Building Act 1984
The Building (Local Authority Charges) Regulations 2010
Fees and Charges Appendix

Economy and Growth

Fees and Charges – 2020/2021

The following fees and charges will be applicable for the Economy and Growth Service from April 2020.

Fee/Charge Type	Application Fee/Charge	Fee /Charge (Licence/Consent/Charges, etc)
Building Control		
Hourly rate	N/A	£50.00 per hour
Place Development – Events, Markets, Tourism, Waters Edge		
Event Fees: Armed Forces – General/Craft Armed Forces – Catering Christmas Market	N/A	£40 £80 £40
Market Consent	£10 admin fee for applicants exempt of market consent charge	See Appendix 2 attached
Market Stall – Ashby	N/A	£20 per day
Market Stall – Brigg	N/A	£18
Market Stall Brigg Farmers Farmers General	N/A	£25 per day £25 per day
St Johns Market Market Carts Tables Ad-hoc Events (outside organised) Parties Booking Fee	£10 admin fee	£30.00 per day £20.00 per day £10 per table Booking Fee only
Foodfest Stall Fee	N/A	£40
Tourism Partnership Membership Fee 1-10 employees 10+ employees Charity or Not for Profit	N/A	£30 £50 £20
Tourism Partnership Additional Services Quality North Lincolnshire Mystery shopper, training & accreditation scheme Advanced business listing Home page carousel Home page feature		From £99 £75 £35 £35

Social media #TakeOverTuesday		£35
Prominent High Street window advertising		£75
Event ticket sales		10% commission
Quality North Lincolnshire Assessment		
North Lincolnshire		£50
Out of Area		£75

**Markets Policy 2020
Fees and Charges**

1. These fees and charges will be applied to any Market Operator who is making a profit from the market, where this is not donated to a charity.

Number of stalls	Single Market	Up to 6 markets per year	Between 6 and 12 markets per year	12 or more markets per year
Less than 15	£30	£150	£240	£360
15 – 24	£50	£180	£280	£410
25 – 34	£70	£210	£320	£460
35 – 44	£90	£240	£360	£510
45 – 54	£110	£270	£400	£560
55 - 100	£130	£300	£440	£610

2. Any Market Operators, who are not making a profit from a Market or where a profit is donated to a charity, will still be charged a £10 administration fee for each application that is made to North Lincolnshire Council.
 - a. It is suggested that Market Operators apply for a consent for as many markets as they will require throughout the year to save on the administration cost, which will be incurred for making an individual application each time.

Please note that these charges exclude VAT