

BIRMINGHAM CITY COUNCIL

**REPORT OF THE DIRECTOR OF REGULATION AND ENFORCEMENT
TO THE LICENSING AND PUBLIC PROTECTION COMMITTEE**

15 MARCH 2023
ALL WARDS

**HIGHWAY AND REGISTRATION SERVICES
FEES AND CHARGES ADDENDUM 2023/24**

1. **Summary**

- 1.1 At the January 2023 Committee meeting, the Division's Fees and Charges report was considered, in line with The Corporate Charging Policy and Financial Regulations. At that time, it became apparent that there were two inaccuracies with the report.
- 1.2 This report corrects the error in room bookings at the Register Office and provides the missing fee table in the appendix 6(a) that applies to the Highways fees and charges.

2. **Recommendations**

- 2.1 That the changes to the non-statutory fee for the Registration Service, as detailed in **4.1**, is approved to take effect from 1 April 2023.
- 2.2 That the changes to the fees and charges for Highway Services as detailed in **Appendix 6**, are approved to take effect from 1 April 2023.

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3 Background

- 3.1 The City Council's Corporate Charging Policy and Financial Regulations require that Chief Officers, at least annually, report to and seek approval from Committee on a review of all fees and charges levied for services provided.
- 3.2 This report corrects one error and one omission from the January 2023 fees and charges report.

4 Proposals

- 4.1 That the following table for Approved building Licence Fees be approved. This corrects the anomaly that it was cheaper to book "Additional rooms added after the application approved 6 years" than booking rooms at the time of application.

TABLE 1 Approved Building Licence Fees

1. Register Office - Approved Buildings	2022/23	2023/24	2024/25	VAT
New Application for approval of premises to include ONE room 3 years	£3,507.00	£3,682.00	£3,866.00	NB
Renewal of existing approved premises to include ONE Room 3 years	£2,450.00	£2,573.00	£2,702.00	NB
Additional rooms included in the application (per room) 3 years	£779.00	£818.00	£859.00	NB
Additional rooms added after the application approved 3 years	£891.00	£936.00	£983.00	NB
Application for approval of religious building for Civil Partnerships 3 years	£689.00	£723.00	£759.00	NB
Renewal of existing approved premises to include ONE Room 6 years	£4,343.00	£4,560.00	£4,788.00	NB
Additional rooms included in the application (per room) 6 years	£891.00	£936.00	£983.00	NB
Additional rooms added after the application approved 6 years	£1,113.00	£1,169.00	£1,227.00	NB
Application for approval of religious building for Civil Partnerships 6 years	£689.00	£723.00	£759.00	NB
New Application for approval of small premises - 3 years		POA	POA	NB
New Application for approval of small premises - 6 years		POA	POA	NB
Registrar acting as a celebrant		POA	POA	NB

- 4.2 That for Highway Services Appendix 6 is considered and the fees detailed in Appendix 6(a), which was missing from the January 2023 report, be agreed.

REVIEW OF CHARGES FOR HIGHWAY SERVICES FOR 2023/2024

1.0 Summary

- 1.1 This Appendix 6 deals with the annual review of fees and charges for Highway Services within the delegations of the Licensing and Public Protection Committee.

2.0 Background

- 2.1 The City Council's Financial Regulation 1.16 (ii) in Section D of the Birmingham City Council Constitution requires that Chief Officers, at least annually, report to and seek approval from Committee on a review of fees and charges levied for services provided. The last review for Highways Services was approved by the Licensing and Public Protection Committee in April 2021.
- 2.2 Specific licences, under the, are by the Council's Provider Interim Service Provider Kier.
- 2.3 The Interim Service Provider will not be entitled to retain any fee / charge associated with the issue of certain licences.

3.0 Proposals

- 3.1 The fees and charges covered by this report have been reviewed in line with the Corporate Charging Policy. The fees are to be increased by 5% to allow for inflation, the additional costs of superannuation, national insurance and pay award. These fees and charges, which have been rounded for ease of use and consistency, have been provided in Appendix 6(a) of this Appendix 6.
- 3.2 The fees and charges have been compared to those of neighbouring West Midlands local authorities and other UK cities for similar services. The proposed charges are not significantly disparate to those of other authorities.
- 3.3 Where new objects or structures are to be installed by third parties on the highway under s115E Highways Act 1980, a fee is added to cover the costs of this licence. Due to the wide variety of items that could be installed and the different locations, these are included simply 'at cost' that will be determined on a case by case basis.

4.0 Implications for resources

- 4.1 Based on estimated usage of services, it is envisaged that implementation of the proposed fees and charges will generate sufficient income to meet budgeted income levels for 2023/24.

Appendix 6(a)

Service/ Charge	Charge 2022/23	Proposed Charge 2023/24	£ change (23/24 - 22/23)	% change (after rounding)	% input	Traded Service (Y/N)	Statutory/non Statutory (S/NS)
Highway Licences							
New licence for private services in highway	£935.00	£952.00	£17.00	1.82%	5%		
Additional inspection fee for over 200 metres	£220.00	£226.00	£6.00	2.73%	5%		
New licence for overhanging canopies etc. on public highway	£904.00	£921.00	£17.00	1.88%	5%		
Amendment to existing canopy etc. licence	£498.00	£508.00	£10.00	2.01%	5%		
Street Café Specified Licences							
Up to 5 tables	£927.00	£944.00	£17.00	1.83%	5%		
5 tables or more	£1,359.00	£1,384.00	£25.00	1.84%	5%		
Transportation, Connectivity & Highways							
Specified Licence to plant trees, shrubs, etc., in a highway.							
New licence to plant and maintain vegetation in highway.	At Cost	At Cost			5%		NS
Individual Specified Licence Fee							
Application Fee (non-refundable)	£105.00	105.00	£0.00	0.00%	5%		NS
Specified Licences for Developments with a Value up to £1million:							
Scaffolding (up to 28 days)	£185.00	189.00	£4.00	2.16%	5%		NS
Hoarding (up to 28 days)	£185.00	189.00	£4.00	2.16%	5%		NS
Carting Over (Temporary Access) (up to 28 days)	£185.00	189.00	£4.00	2.16%	5%		NS
Deposit of Materials (up to 28 days)	£185.00	189.00	£4.00	2.16%	5%		NS
Crane - for one day only	£95.00	95.00	£0.00	0.00%	5%		NS
Crane up to 2-28 days	£185.00	189.00	£4.00	2.16%	5%		NS
Excavation (up to 28 days)	£185.00	189.00	£4.00	2.16%	5%		NS
Licences for Developments with a Value up to £1million:							
Scaffolding (from 29 days over)	£440.00	£452.00	£12.00	2.73%	5%		NS
Hoarding (from 29 days over)	£440.00	£452.00	£12.00	2.73%	5%		NS
Carting Over (Temporary Access) (from 29 days over)	£440.00	£452.00	£12.00	2.73%	5%		NS
Crane (from 29 days over)	£440.00	£452.00	£12.00	2.73%	5%		NS
Excavation (from 29 days over)	£440.00	£452.00	£12.00	2.73%	5%		NS

Deposit of Materials (from 29 days over)	£440.00	£452.00	£12.00	2.73%	5%		NS
Additional Street Frontages							
Administration Fee per additional street frontage	£105.00	£105.00	£0.00	0.00%	5%		NS
Extension or Amendment to Specified Licence							
Administration Fee - up to & including a 4-week extension from date of original start	£105.00	£105.00	£0.00	0.00%	5%		NS
Large Development Highways Specified Licence							
Project Value ≥£1million and over 4 weeks	0.15%	0.16%	£0.00	5.00%	5%		NS
Administrative Fee for processing Development Bond	£55.00	£58.00	£3.00	5.45%	5%		NS
Retrospective Specified Highway Licence issued							
Retrospective Highway Licence	2 x equivalent preapproved total permit value	2 x equivalent preapproved total permit value			5%		NS
Skip Placements on the Highway							
Registration Fee	No charge	No charge			5%		NS
Permit Fee	£23.00	£24.00	£1.00	4.35%	5%		NS
Retrospective Permit Fee	£210.00	£216.00	£6.00	2.86%	5%		NS
Removal of non-permitted skips	£243.00	£248.00	£5.00	2.06%	5%		NS

5 Consultation

5.1 This report does not require consultation.

6 Implications for Resources

6.1 The proposals represent an increase to budgeted income for 2023/24, assuming the same level of work being delivered. The proposed increases are in line with the budget strategy for 2023/24 onwards.

7 Implications for Policy Priorities

7.1 The recommendations are in accordance with Financial Regulations, budget requirements and the Corporate Charging Policy.

8 Public Sector Equality Duty

8.1 There are no specific implications identified.

DIRECTOR OF REGULATION AND ENFORCEMENT

Background Papers: Birmingham City Council – Corporate Charging Policy