

Annex 4(a)**Income from Fees and Charges**

1. The Council adopted its current corporate charging policy in October 2002, following a review by the Best Value Committee. The Policy was designed to ensure that:
 - Charges are levied on a clear and consistent basis across the Council's services;
 - The level of charges is both consistent and fair, and takes proper account of the ability of customers to afford the service; and
 - Charges are imposed and implemented in line with the law, and with the Council's agreed priorities and objectives.

2. Under the Council's Policy, the Council will:
 - Make charges wherever it is lawful to do so;
 - Set charges to recover the full cost of the service wherever it has discretion over the level of charges, except where the service provides a social benefit, is of a commercial nature (where charges should be set to maximise income), or where the charge is designed to achieve a particular income; and
 - Offer concessions on a fair and consistent basis for the services providing a social benefit, or where the charge is set to achieve a particular outcome.

3. The proposed and current charges are set out in detail in Annex 4(b). Changes are shown by grey shading. The table below outlines the expected level of income in 2010/11 from fees and charges by directorate and compares it to the equivalent levels of income in 2009/10.

4. It should be noted that the change in level of income arises from a combination of increases in the volume of payments made, additional income from new charges as well as increases in the charges themselves.

Directorate	2009/10 £000	2010/11 £000	Change £000
Children, Young People & Families	2,673	2,702	29
Social & Community Services	23,393	25,794	2,401
Environment & Economy	5,595	5,998	403
Community Safety	550	563	13
Shared Services	3,529	3,782	253
Corporate Core	163	196	33
TOTAL	35,903	39,036	3,132

5. A breakdown of the above table, which gives more details for each directorate, follows:

Directorate	2009/10 £000	2010/11 £000	Change £000
Children, Young People & Families			
Young people and access to education	938	943	5
Raising achievement	1,456	1,479	23
Commissioning, Performance & Quality Assurance	279	280	1
Social and Community Services			
2. Libraries	740	705	-35
3. Heritage Services	117	25	-92
4. Adult learning	721	769	48
5. Music service	1,255	1,207	-48
6. Registration	1,104	1,138	34
7. Adult social care *	19,446	21,939	2,493
8. Strategy & transformation	10	12	2
Environment and Economy			
9. Transport	4,909	5,271	362
10. Sustainable development	184	214	30
11. Property and Business Support	502	513	11
Community Safety			
12. Fire & Rescue	16	16	0
13. Trading Standards	102	103	1
14. Gypsy & Travellers	432	444	12
Corporate Core			
15. Shared Services	3,529	3,782	253
16. Corporate Core	163	196	33
TOTAL	35,903	39,036	3,132

* Most of this growth is due to there being more people paying charges whilst the majority of charges have risen by 0.5%.

Annex 4(b) gives more complete details.

6. Some explanations and notes about the individual services follow:

1. CYP&F

Recoupment is recovering the costs of pupils educated in Oxfordshire who are funded by other authorities. Autism recoupment income is now shown.

Residential centre fees increase, and a higher income target has been set.

Home to school transport charges are not agreed yet – they will be based on April 2010 prices.

2. Libraries

No increases are planned. Many of the charges are small and it is only appropriate to increase them every few years.

3. Heritage

Fees are not being increased.

Cogges is becoming an independent trust, so this income – £81k in 2009/10 - has been taken out.

4. Adult learning

Fees for renting premises are being increased, but fees for attending courses are generally remaining unchanged.

5. Music service

Fees are generally increased by more than the assumed rate of inflation (0.5%).

6. Registration Services

Fees are being increased above the rate of inflation (0.5%) apart from those set by the government and fees for certificates.

7. Adult social care - Fairer charging – Day care charging

Further review of domiciliary care charges

A further review of the charges for domiciliary care will be carried out during the year to ensure that the full costs are truly met.

Nominal £30 per week charge for day care

Currently, the financial assessment to decide how much people should pay for care is not carried out until some time after they have started receiving the care. Under Department of Health guidelines, charges for care received before the assessment cannot be recovered.

To reduce the amount that cannot be recovered, ensure that financial assessments are carried out in as timely a way as possible and give a clear indication to clients that they may be asked to contribute to their care; a nominal charge is to be introduced. This will apply to clients who receive domiciliary care but are not immediately judged to be responsible for paying the full costs of their care.

The nominal charge is proposed to be £30 a week at this stage and this is planned to start on 1 April 2010.

This is in line with what many other councils charge and it has been discussed with Age Concern and the Citizens Advice Bureau. Work will continue with these two organisations to ensure that this process is fair and acceptable to all.

If the nominal charge turns out to be too high, a refund will be made. If the nominal charge turns out to be too low, no backdating to recover the difference from clients is possible. As a large percentage of clients are assessed as not having to contribute to their care so we will need to ensure that nominal charges for these clients are avoided by clear and helpful information and by establishing a person's situation well before care and charges start.

8. Strategy and Transformation

This consists of fees for translation services.

9. Transport

Fees cover a wide range of activities involving streets, roads and transport.

In Strategy and Development Control, from 1 April 2010, a minimum charge of £1,500 will be added to the charge for administration and supervision of highway works relating to new developments.

As part of the Service and Resource planning process a series of Parking charge increases are being considered by the Council as part of the E&E Directorate Business Improvement and Efficiency strategy.

In particular, for consistency, on street parking charges in Oxford city may be increased to bring them in line with charges for off street

parking; evening and Sunday parking charges may be re-introduced - currently they are free and parking permit charges may be increased, for example from £40 to £50.

Proposals to change parking charges have not yet been agreed. Consultation will be necessary in many cases. It is anticipated that a paper detailing the charges will be presented to Cabinet once the budget has been agreed in February 2010.

10. Sustainable development, Waste management and Countryside

Fees cover planning applications, waste disposal and public path orders.

11. Property and Business Support

This includes rents for various property and sales of prints and plans.

12. Fire and Rescue

Charges are made for use of personnel and vehicles, reporting on fires and for dial in alarm facilities.

13. Trading Standards

A very wide range of charges are made, for poisons licences, performing animals, storing petroleum and explosives, testing weights and measures, to hire a cattle crush and to join the 'By with Confidence' scheme.

14. Gypsy and Travellers

These are rents for plots on our sites.

15. Shared services

This now includes Occupational health which was transferred from Corporate Core and the School meals service (Food with Thought) from CYP&F.

16. Corporate Core

This includes charges for legal services, searches and increased income from advertising in the Council magazine.

6. Three new charges are being introduced:

- **Adult Social Care** – Fairer charging – Day care charging - A nominal charge is proposed for domiciliary care.
- **Adult Social Care** – Fairer charging - Charges will be made for providing additional support for clients going on holiday
- **Transport** - In Strategy and Development Control, from 1 April 2010 a minimum charge of £1,500 will be added.

The table above only includes the amount of additional income from the charge for holiday support (£6k).

Library Service Concessions

7. Concessions offered by the Library service are complex. They are summarised by the matrix shown in Annex 4(c).

VAT rate changes

8. On 24 November 2008, the Chancellor announced that the standard VAT rate would be reduced from 17.5% to 15% from 1 December 2008 for 13 months. Thus the VAT rate is expected to rise back to 17.5% from 1 January 2010. Therefore, these fees and charges have been set using an assumption that the VAT rate will be 17.5% in 2010/11. The effect of this is insignificant overall, adding less than £10k to our charges.
9. The VAT rate may not be 17.5% in 2010/11 - perhaps as a result of the Pre-Budget report announcement due on 9 December 2009. If so, the Assistant Chief Executive & Chief Finance Officer, in consultation with Directors, will revise our fees and charges that include VAT. Other fees and charges have VAT added to them, so the amount added will be changed. These changes will adjust for the difference between the assumed 17.5% and whatever rate (or rates) is in force during 2010/11.
10. Implementing any further unexpected changes in VAT rate will lead to a considerable amount of extra work across the Council at short notice.