



**Committee and Date**

**Place Overview Committee**

**30<sup>th</sup> June 2022**

**Item**

**Public**

**introducing a fee/charge for events on the highway involving Temporary Traffic Regulation Orders (TTRO's)**

**Responsible officer**

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**1.0 Summary**

1.1 This report proposes introducing a fee for events and filming that take place on the highway which involve either a temporary road closure or some other form of Temporary Traffic Regulation Order.

**2.0 Recommendations**

It is recommended that;

2.1 Committee consider the proposal and offer any support, or recommendations for amendments on a revised draft policy and fee structure.

2.2 Committee provide officers with a steer as to whether smaller community/ charity events be excluded from charges, or a reduced fee applied.

**REPORT**

**3.0 Risk assessment and opportunities appraisal**

3.1 The proposal offers an opportunity to recover full costs from supporting third party events which are otherwise currently subsidised from Council budgets. The introduction of fees for these activities will generate an income stream that will allow adequate resourcing to improve assistance in mitigating the impact of events on the highway. It will also allow the service to reinvest current budgets being used to subsidise this activity into other services for Shropshire residents.

3.2 Any revised charge/process would be new to regular and historical event organisers and therefore there will need to be an effective communication

strategy prior to roll out of charges to ensure that event organisers are able to factor the charges in to their planning at the earliest stage.

3.3 The introduction of fee's could be seen as purely an unwarranted revenue stream for the authority rather than a recovery of costs and the authority challenged to justify the fees. To mitigate this, a breakdown of activity has been undertaken to assess the actual cost of supporting third party events and is provided in Appendix 1.

3.4 Some community/charitable organisations may have limited budgets and as such may negatively impact on current fund-raising events. It is recommended that a suitable process is considered to mitigate the impact on such organisations who provide such a valuable service within the county.

#### **4.0 Financial implications**

4.1 It is not possible to predict the level of income that such a proposal may achieve as the council has no data of the percentage of applications that are purely charitable/ community led activities compared to larger income generating activities.

4.2 Any income would however fully fund the officer time to support third party events and allow the reallocation of staffing budgets to other high-profile activities undertaken within highways.

#### **5.0 Climate change appraisal**

5.1 There are no climate change impacts arising as a result of this proposal.

#### **6.0 Background**

6.1 The council has always supported events in the county, which are popular with residents and visitors. They promote active lifestyles and, in many cases, boost the local economy and provide necessary support to local charities to support community and people needs that may otherwise not receive funding.

6.2 However, the Council have challenging financial savings to deliver over the coming years and previous cuts to service are already impacting on service delivery and therefore it is difficult to justify the diversion of funds to subsidise non-core functions to the detriment of other areas of service. It is therefore considered that charges should apply to such events.

6.3 The assessment/processing and advertisement costs on this basis are equal to (on some occasions greater than) the costs involved in processing a Temporary Traffic Regulation Order (TTRO) for works by Utility companies/other Statutory

Undertakers. The fee for processing a TTRO for “works purposes” currently stands at £1,650.00 per application.

- 6.4 A benchmarking exercise with other Authorities already charging for this service evidenced some commonality in approach – i.e. Authority’s implemented a ‘sliding scale’ of fee depending on a ‘disruption effect’ and whether an event would be affecting a traffic sensitive route; a classified road; a bus route; a pedestrianised zone as opposed to an event affecting unclassified roads; footways only; non traffic sensitive routes; cul-de-sacs.
- 6.5 Neighbouring Authorities currently charge as set out below;

### **Cheshire East**

£1078.60 plus £269.70 for each restriction for profit making groups and £301.40 for non profit-making groups.

### **Herefordshire**

£703 for sporting events and filming and community and non fee paying charity  
Free – non-fee paying charity events are free.

### **Staffordshire**

£535 – Events only affecting a footway or cul de sac or unclassified road that is not a bus route or traffic sensitive street.

£1,495 - All other events

### **Telford & Wrekin**

#### *Applications from Registered Charities or Town/Parish Councils*

£75 - Village Fetes; small Christmas light events.

£250 (minimum charge) - Town Council organised carnival attracting over 1000 visitors; large Christmas light events

#### *Applications from all other non-commercial event organisers*

£25 - Street Parties

£75 - Fetes not organised by charities or parishes

£250 - Parade attracting between 500 and 1000 people

£500 - Sporting events (over 1000 spectators)

#### *Applications from commercial organisations*

£100 - Open day organised by local business.

£500 - One-off commercial open air market

£1250 - Events attracting very high levels of traffic from outside the local area

- 6.6 For ease of application, and in order for Shropshire to remain competitive and attractive to event organisers, Officers would propose a fee of £1,240.00 for those events deemed to be in the higher of the sliding scale and £500.00 for those events deemed to be in the lower of the sliding scale
- 6.7 The £1240.00 figure represents a 25% reduction/discount on the charge levied for TTRO's for 'works purposes' and is competitive to what neighbouring Authorities are charging event organisers for the same service. The £500.00 figure represents an approximate 60% reduction from the proposed £1240.00 figure and is deemed to reflect the minimal 'disruption effect' of restrictions on lower classed roads, whilst also not exceeding the charge levied by some neighbouring Authority's for the same service.
- 6.8 Officers would welcome further recommendations and guidance – with a view to finalising a revised policy/fee structure to be considered by Cabinet.
- 6.9 Charges would purely reflect costs of providing the service and are similar to those being levied for work purposes with a small element of subsidisation to reflect the often positive benefits that such events have on communities and people. The costs of supporting similar for "works purposes" are outlined in Appendix 1 and demonstrate that fees are reasonable, defensible, pass Audit scrutiny and accurately reflect officers time and incurred costs.
- 6.10 A briefing note was previously circulated to key internal stakeholders on the principal of moving forward with charges to provide a mandate to investigate further. A copy of that briefing note is included in Appendix 2.
- 6.11 Some organisers already deduct their own costs from income prior to any charitable donations or are making profits from the events that they host. It would seem both reasonable and appropriate therefore to consider and apply the costs incurred by the council for the use of the council's highways as many other authorities currently do.
- 6.12 A large number of other authorities, including many neighbouring authorities, already make charges for such events and so larger commercial organisers are already used to such charges. The proposed charge is not disproportionate to fee's charged by other authorities.
- 6.13 There should however be consideration of Town/Parish Council, community led and charitable events and an appropriate, reasonable process to reflect partnering initiatives, community engagement, Authority ethos and reputation.

6.14 It is proposed that where events make no staffing charges of their own or other costs other than those necessary to directly publicise or manage the event, then these are either excluded from the charges or a reduced rate applied.

6.15 Were Committee to agree the recommendations the intention would be for the revised charging structure to be reflected in the revised council wide fees and charges proposals for 2023/24.

## 7.0 Conclusion

7.1 The continued subsidising of all events on the highway is no longer sustainable within current budgets.

7.2 Other authorities make charges for such events and therefore it would be appropriate that Shropshire similarly makes a charge to recover its costs in supporting these events.

7.3 A sliding scale of charges between £500 and £1,240 would be appropriate.

<b>List of background papers:</b>  <b>Initial briefing note March 2022</b> <b>Formula for recovery of road closure costs</b>
<b>Cabinet member: Dean Carroll</b>
<b>Local member N/A</b>
<b>Appendices</b>  i. <b>Example of potential fee structure based on named responsible officer time, legal and advertising costs currently used for TTRO's involving "works" on the highway.</b> ii. <b>Initial briefing note to Directors and Portfolio Holder</b>