

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

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### **Notes:**

The briefing note submitted in March of this year, and discussed by Committee on 24<sup>th</sup> March, set out some of the background, considerations and proposals for introducing a fee for those events which would involve assessing and processing a TTRO.

A recommendation was then made that a fee structure be implemented, and that this be applied to Commercial Organisations, but not to “not for profit” organisations.

Further advice and recommendations are now sought on a revised draft policy and fee structure – also considerations of possible exemptions or mitigations for charity & community organised events that may have limited budgets, in addition to applications received from Public Sector organisations such Town Councils, Business Improvement Districts and established/historic Market events.

As highlighted in the submitted report – a benchmarking exercise with other Authorities already charging for this service evidenced some commonality in approach – in that “non-profit” groups were either exempt from paying a fee or were subject to a significant reduction. Also, in some instances, Authorities have applied a “sliding scale” fee structure which is based on “disruption effect” and whether an event would be affecting a busy traffic sensitive route or a lesser class of road/footway which is not traffic sensitive.

Officers believe that, for any introduction of a fee structure, the emphasis would need to be on a justified “recovery of incurred costs” basis which is both defensible and reasonable and passes audit scrutiny.

On this basis, and as an example for discussion, Officers have used the breakdown of activities and costs currently used for recovery of TTRO/road closure costs that involve works on the highway (so those involving Utility Companies or other statutory undertakers) as a base for a similar fee structure for Events.

This is believed to be a reasonable approach as the work involved in assessing and processing a temporary legal order for Events is equal to, and can often be greater, than the work involved in TTRO's for works purposes.

The current fee for processing a TTRO for “works purposes” stands at £1,650.00 per application using this method of calculation

It's recognised that there should also be consideration of an appropriate and reasonable process which doesn't unduly deter event organisers, reflects partnering initiatives, community engagement and the Authorities ethos and reputation.

Officers have proposed that a “sliding scale” of charge, based on an events “disruption effect” would better reflect both the scale of the event and the work involved.

**For ease of application, to reflect the often positive benefits that such events have on communities, and in-order for Shropshire to remain competitive and continue to attract event organisers, Officers would initially propose a fee of £1,240 for those events deemed to be in the higher of the sliding scale, and £500 for those events deemed to be in the lower scale.**

**The £1240.00 figure represents a 25% reduction or subsidisation on the charge levied for TTRO's for works purposes and is competitive to what neighbouring Authorities are charging for the service, The £500 figure represents an approximate 60% reduction from the propose £1240 figure and is deemed to reflect the minimal disruption effect of restrictions on lower class roads – whilst also not exceeding the charge levied by some neighbouring Authorities for the same service.**

**Officers would welcome further recommendations and guidance – with a view to finalising a revised policy/fee structure to be considered by Cabinet – and for a revised charging structure to be reflected in the Council-wide fees and charges proposals for 2023/24.**