



PRCC.45 13/14
Prosperous Communities Committee
4 February 2014

E

Subject: Proposed Fees and Charges 2014/15

Report by:	Financial Services Manager (Section 151 Officer)
Contact Officer:	Tracey Bircumshaw Group Accountant – Service Accounting 01427 676560 tracey.bircumshaw@west-lindsey.gov.uk
Purpose / Summary:	Propose revised Fees and Charges to take effect from 1 April 2014.

RECOMMENDATION:

1. That Members recommend to the Policy and Resources Committee for approval the proposed Fees and Charges as detailed in Appendix A.

IMPLICATIONS

Legal:

None arising as a result of this report

Financial : FIN/74/14

The 2014/2015 fees and charges are explained in the body of this report

Staffing :

None arising as a result of this report

Equality and Diversity including Human Rights :

The Equality Act 2010 places a responsibility on councils to assess their budget options before taking decisions on areas that could result in discrimination. Where appropriate assessments have been undertaken by the relevant service areas.

Risk Assessment :

All items where necessary have been risk and equality impacted assessed by the relevant budget holder.

Climate Related Risks and Opportunities :

There are no significant climate related risks and opportunities relating to this report.

Title and Location of any Background Papers used in the preparation of this report:

Call in and Urgency:

Is the decision one which Rule 14 of the Scrutiny Procedure Rules apply?

Yes

No

Key Decision:

Yes

No

1 Introduction

- 1.1 This report sets out the proposed fees and charges for 2014/15.
- 1.2 The Council has in place a corporate Fees, Charges and Concessions Policy which aims to provide clear guidance on a number of areas. In particular this focuses on how fees and charges can assist in the achievement of corporate priorities, the setting of new and reviewing of existing charges, the Council's approach to cost recovery and income generation from fees and charges and eligibility for concessions.
- 1.3 It is recognised that although full cost recovery will be the customary approach, this will not be appropriate in all circumstances and the amount charged will need to be a reflection of many factors including Council objectives, market conditions, the cost of collection and the potential impact on customers.
- 1.4 Work has been undertaken to bring these fees and charges in line with this policy, through reviewing existing fees and charges and considering the introduction of new charges for Council services, to recover costs and control demand.
- 1.5 Inflationary increases of circa. 2.5% have been applied on most fees and charges with the exception of those set by statute, and unless otherwise stated below.
- 1.6 Through the policy outlined above some areas may incur a larger than normal increase or see new charges being proposed. Where this is the case an explanation is provided below with all proposals for fees and charges included at Appendix A.

2 Fees and Charges

Officers have reviewed the fees and charges and set out below are the reasons where any changes, other than inflationary increases of 2.5%, have been recommended.

2.1 Car Parks

It is proposed that there is no increase to parking ticket charges for all categories due to the current work being undertaken by the Open for Business Group.

Penalty Charge Notices have now replaced Excess Charge Notices and the Traffic Management Act 2004 has introduced differential Penalty Charge Notices which are categorised as "Higher" or "Lower" dependent on the severity of the parking infringement. Higher penalties are payable at £70 and lower penalties at £50. These categories, and level of charge, are determined in National Guidance. A discount of 50% is allowable for prompt payment.

2.2 Markets

A number of initiatives have been introduced during the year to stimulate the Market. It is therefore, proposed to leave market fees at their current rate until the conclusion of the Market Review.

2.3 Development Services

Planning application fees are a statutory fee. Fees were increased for 2013/14 as per the statutory instrument issued in November 2012 after 3 years of no increases. It is not expected that there will be a further increase for the time being.

Charges for pre-application advice have been maintained at the same level, as they are currently in line with North Kesteven District Council and City of Lincoln charges. Until this group reviews the charges they will remain at this level.

Charges for paper copies of planning material have been increased by a nominal 2p at this stage. However, it is intended that these should all be reviewed in the early part of 2014/15.

2.4 Building Control

Fees have been reviewed following changes in services costs and to ensure compliance with cost recovery regulations. They have also been streamlined in order to develop a more proactive and customer focused structure.

2.5 Land Charges

There are no increases proposed for Land Charges because this would not be sustainable in the current housing market considering other competitive pricing levels. The Land Charges service is currently in the transition to a new IT system. It is expected that the time taken to determine searches will reduce under the new system and therefore achieve efficiency savings. Once time data is available from the new system the fee levels will then be reviewed.

2.6 Trinity Arts Centre

It is proposed that there is no increase to Trinity Arts Centre Fees and Charges for 14/15. A review of charges and concessionary rates was undertaken in 13/14 as part of the drive to make the centre more financially viable and there have been no significant changes to the budgets to warrant increasing the fees for 14/15.

2.7 Environment Services Local Air Pollution

Charges are determined by the Department for Environment, Food and Rural Affairs (Defra) usually early in March and will be applied by the Council in accordance with statute. Current charges are reported for information.

2.8 Private Water Supplies

The fees for Private Water Supplies were set in accordance with the Private Water Supply Regulations 2009 based on the maximum allowable charge dependent upon the type of private water supply. Therefore, there can be no further increase until legislation allows.

2.9 Pest Control and Dog Control

Concessions for Pest Control are proposed at 100% for those on full benefit or where the only income state pension.

It is proposed not to increase the £75 collection fee in respect of the recovery of stray dogs as costs are fully recovered.

2.10 Strategic Housing

Prosperous Communities Committee on 17th December 2013 approved a new charging structure for Housing Enforcement.

2.11 Operational Services

The majority of the fees and charges for Operational Service have been increased by 2.5% reflecting inflationary pressures.

Trade waste charges, will be set in accordance with the Fees and Charges Policy.

APPENDIX A

Note: VAT rates S = Standard Rated 20%

Z = Zero Rated 0%

OS = Outside Scope

X = Exempt

Prosperous Communities Committee		Car Parks & Bus Station								
		Current Net Charge		Proposed Increase		Proposed Net Charge		VAT Amount	Total Charge	VAT rate included
		2013/14				2014/15		£	Incl VAT	
		£	%	£		£			£	
Car Parks										
Beaumont Street	Up to 2 hour	£0.67	0.00%	£0.00		£0.67		£0.13	£0.80	S
	2 - 4 Hours	£1.33	0.00%	£0.00		£1.33		£0.27	£1.60	S
	Over 4 hours	£2.25	0.00%	£0.00		£2.25		£0.45	£2.70	S
North Street	All day	£1.75	0.00%	£0.00		£1.75		£0.35	£2.10	S
All Car Parks (excluding Beaumont & North St)	Up to 2 hours	£0.75	0.00%	£0.00		£0.75		£0.15	£0.90	S
	2 - 4 Hours	£1.50	0.00%	£0.00		£1.50		£0.30	£1.80	S
	Over 4 hours	£2.83	0.00%	£0.00		£2.83		£0.57	£3.40	S
Season Tickets (Quarterly Only)										
Beaumont Street & North Street (Overflow)	Mon-Sat	£40.25	0.00%	£0.00		£40.25		£8.05	£48.30	S
	Mon-Sat by DD or Payroll	£34.79	0.00%	£0.00		£34.79		£6.96	£41.75	S
	Mon-Fri	£34.17	0.00%	£0.00		£34.17		£6.83	£41.00	S
	Mon-Fri by DD or Payroll	£28.21	0.00%	£0.00		£28.21		£5.64	£33.85	S
North Street Only	Mon-Fri by DD or Payroll	£14.00	0.00%	£0.00		£14.00		£2.80	£16.80	S
Beaumont Street	Release Fee	£60.00	0.00%	£0.00		£60.00		£0.00	£60.00	OS
	If paid within 7 days	£35.00	0.00%	£0.00		£35.00		£0.00	£35.00	OS
Penalty Charge Notice										
Higher Rate		£70.00				£70.00		£0.00	£70.00	OS
Higher rate discounted if paid within 14 days		£35.00				£35.00		£0.00	£35.00	OS
Lower Rate		£50.00				£50.00		£0.00	£50.00	OS
Lower rate discounted if paid within 14 days		£25.00				£25.00		£0.00	£25.00	OS
<p>Penalty Charge Notices have replaced the Excess Charge Notice .</p> <p>The Traffic Management Act 2004 has introduced differential Penalty Charge Notices.</p> <p>Notices are categorized as 'Higher' or 'Lower' dependent on the severity of the parking infringement.</p> <p>Higher penalties are payable at £70 and lower penalties at £50. These categories are as determined in National Guidance.</p>										
Bus Station										
Allocated stand	Per quarter for first stand	£239.50	2.50%	£6.00		£245.50		£0.00	£245.50	X
	Per quarter for second stand	£147.10	2.50%	£3.70		£150.80		£0.00	£150.80	X
Registered Casual Users	Per quarter	£45.20	2.50%	£1.10		£46.30		£0.00	£46.30	X

Prosperous Communities Committee		Markets						
		Current Net Charge	Proposed Increase		Proposed Net Charge	VAT Amount	Total Charge	VAT rate
		2013/14	%	£	2014/15	£	Incl VAT	included
		£		£	£	£	£	
Gainsborough Market								
Tuesday Market		£17.50	£0.00	£0.00	£17.50	£0.00	£17.50	X
Saturday Market		£15.10	£0.00	£0.00	£15.10	£0.00	£15.10	X
Vending Vehicles		£25.50	£0.00	£0.00	£25.50	£0.00	£25.50	X
Discounts per Pitch	Registered Trader	£1.50	£0.00	£0.00	£1.50	£0.00	£1.50	X
	Registered Vending Van	£2.00	£0.00	£0.00	£2.00	£0.00	£2.00	X

Prosperous Communities Committee		Pre Application Advice						
		Current Net Charge	Proposed Increase		Proposed Net Charge	VAT Amount	Total Charge	VAT rate
		2013/14	%	£	2014/15	£	Incl VAT	included
		£		£	£	£	£	
Development								
Householder development including alterations, extensions and outbuildings (this fee)		£60.00	0.00%	£0.00	£60.00	£12.00	£72.00	S
Non-residential changes of use including siting of caravans for sites under 1 ha or buildings under 1,000 sq. m (gross)		£125.00	0.00%	£0.00	£125.00	£25.00	£150.00	S
Non-residential changes of use including siting of caravans for sites of 1 ha or above or buildings of 1,000 sq m or above (gross)		£250.00	0.00%	£0.00	£250.00	£50.00	£300.00	S
Development of 1-9 dwellings including changes of use to residential								
1st dwelling		£150.00	0.00%	£0.00	£150.00	£30.00	£180.00	S
additional dwellings		£100.00	0.00%	£0.00	£100.00	£20.00	£120.00	S
Development of 10-49 dwellings including changes of use to residential								
10th dwelling		£1,000.00	0.00%	£0.00	£1,000.00	£200.00	£1,200.00	S
additional dwellings		£50.00	0.00%	£0.00	£50.00	£10.00	£60.00	S
Development of 50 or more dwellings								
minimum fee		£3,000.00	0.00%	£0.00	£3,000.00	£600.00	£3,600.00	S
with additional fee subject to negotiation dependant on complexity of proposal. Encouragement to adopt a Planning Performance Agreement.								
Non-residential development where no floorspace is created.		£60.00	0.00%	£0.00	£60.00	£12.00	£72.00	S
Non-residential development up to 499 sq. m floor area, or 0.5 ha site area		£125.00	0.00%	£0.00	£125.00	£25.00	£150.00	S
Non-residential development between 500 and 999 sq. m floor area, or between 0.51ha for 500 sq. m or 0.51ha		£150.00	0.00%	£0.00	£150.00	£30.00	£180.00	S
for each additional 100 sq m or 0.1 ha		£100.00	0.00%	£0.00	£100.00	£20.00	£120.00	S
Non-residential development between 1,000 and 4,999 sq. m floor area, or between for 1,000 sq. m or 1.1ha		£650.00	0.00%	£0.00	£650.00	£130.00	£780.00	S
for each additional 100 sq m or 0.1 ha		£50.00	0.00%	£0.00	£50.00	£10.00	£60.00	S
Non-residential development of 5,000 sq. m or more or 2.1ha or more.								
minimum fee		£2,650.00	0.00%	£0.00	£2,650.00	£530.00	£3,180.00	S
with additional fee subject to negotiation dependant on complexity of proposal. Encouragement to adopt a Planning Performance Agreement.								
Variation or removal of condition.		£60.00	0.00%	£0.00	£60.00	£12.00	£72.00	S
Advertisements		£60.00	0.00%	£0.00	£60.00	£12.00	£72.00	S
Conservation Area Consent		£60.00	0.00%	£0.00	£60.00	£12.00	£72.00	S
Non-householder listed building consent		£125.00	0.00%	£0.00	£125.00	£25.00	£150.00	S
Hazardous Substances		£ negotiable			£ negotiable			S

N.B.

1. The fee for a mixed use developments would be derived from the total of the fees for all elements.
2. Agricultural development and telecommunications are not included as they have their own national notification procedures which dictate whether there is an pre-application process fee or not.
3. Cross boundary pre-application fees will be based upon the amount of development in each authority (if a dwelling straddles the boundary, the authority with the majority its floorspace will receive the fee for that dwelling).

APPENDIX A

Prosperous Communities Committee		Planning									
		Current Net Charge		Proposed Increase		Proposed Net Charge		VAT Amount £	Total Charge Incl VAT £	VAT rate included	
		2013/14 £	%	£	2014/15 £	£	£				
Decision notices, consents, determinations, Tree Preservation orders, Enforcement notices, S106 Agreements.	Per side of A4 (black/white)	£0.10	20.00%	£0.02	£0.12	£0.00	£0.12	OS			
		It is proposed to charge these at the normal copy cost (£0.12 per sheet) + officer time at cost recovery									
Other copies	Per side of A4 (black/white)	£0.08	0.00%	£0.00	£0.08	£0.02	£0.10	S			
Copy plans - A3	Per copy	£0.42	2.50%	£0.01	£0.43	£0.09	£0.52	S			
Copy plans - A2, A1, A0	Per copy	£5.21	2.50%	£0.13	£5.34	£1.07	£6.41	S			
Information on planning records	Planning Control	£0.10	20.00%	£0.02	£0.12	£0.00	£0.12	OS			
Non Self Serve Requests for Planning Information	Planning	it is proposed to charge these at the normal copy cost (£0.12 per sheet) + officer time at cost recovery							OS		
Information on Building Control records	Building Control	£0.10	it is proposed to charge these at the normal copy cost (£0.12 per sheet) + officer time at cost recovery				£0.00	£0.12	OS		

APPENDIX A

Prosperous Communities Committee		Planning Applications						
		Current Net Charge	Proposed Increase		Proposed Net Charge	VAT Amount £	Total Charge Incl VAT £	VAT rate included
		2013/14 £	%	£	2014/15 £			
Outline Applications								
All types of building Per 0.1 ha		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
Full Applications and Applications for Approval of Reserved Matters following an Outline Permission								
Alterations/extensions to existing Dwellings		£172.00	0.00%	£0.00	£172.00	£0.00	£172.00	OS
Erection of dwelling		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
Other buildings	Less than 40 m ² floor space created	£195.00	0.00%	£0.00	£195.00	£0.00	£195.00	OS
	Between 40 and 75 m ² floor space created	£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
	Every additional 75 m ² up to 3750 m ²	£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
	Over 3750 m ² , £19,049 plus for each additional 75 m ² (Maximum fee £250,000)	£115.00	0.00%	£0.00	£115.00	£0.00	£115.00	OS
Plant or machinery where site does not exceed 5 ha; per 0.1 ha		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
	Over 5 ha £19,049 plus for each additional 0.1 ha (Maximum fee £250,000)	£115.00	0.00%	£0.00	£115.00	£0.00	£115.00	OS
Agricultural Buildings			0.00%					
Less than 465 m ² floor space created		£80.00	0.00%	£0.00	£80.00	£0.00	£80.00	OS
Between 465 > 540 m ²		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
Between 540 > 4215 m ² , £385 for the first 540 m ² then per additional		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
Over 4215 m ² , £19,049 then per additional 75 m ² (Maximum fee		£115.00	0.00%	£0.00	£115.00	£0.00	£115.00	OS
Glasshouses								
No more than 465 sq m floor space created		£80.00	0.00%	£0.00	£80.00	£0.00	£80.00	OS
More than 465 sq m floor space created		£2,150.00	0.00%	£0.00	£2,150.00	£0.00	£2,150.00	OS
Changes of use			0.00%					
Buildings or land, including caravan sites		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
A building to more than one dwelling where no. of dwellings 50 or less; per dwelling		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
A building to more than one dwelling where no. of dwellings more than 50; £19,049 then for each dwelling in excess of 50 (Maximum		£115.00	0.00%	£0.00	£115.00	£0.00	£115.00	OS
Refuse or waste disposal where site area less than 15 ha; per 0.1 ha		£195.00	0.00%	£0.00	£195.00	£0.00	£195.00	OS
Refuse or waste disposal where site area exceeds 15 ha, £29,112 then for each 0.1 ha in excess of 15 ha (Maximum Fee £65,000)		£115.00	0.00%	£0.00	£115.00	£0.00	£115.00	OS
Other material change of use of building or land		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
No Buildings created								
Ancillary to a dwelling		£172.00	0.00%	£0.00	£172.00	£0.00	£172.00	OS
Car parks, service roads, accesses at existing developments		£195.00	0.00%	£0.00	£195.00	£0.00	£195.00	OS
Exploratory drilling for oil/gas where site area does not exceed 7.5 ha; per 0.1 ha		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
Exploratory drilling for oil/gas where site area exceeds 7.5 ha, £28,750 then for each 0.1 ha in excess of 7.5 ha (Maximum fee		£115.00	0.00%	£0.00	£115.00	£0.00	£115.00	OS
Other operations - minerals working - site area does not exceed 15 ha; Per 0.1 ha		£195.00	0.00%	£0.00	£195.00	£0.00	£195.00	OS
Other operations - minerals working - site area exceeds 15 ha; £29,112 then for each 0.1 ha in excess of 15 ha (Maximum fee		£115.00	0.00%	£0.00	£115.00	£0.00	£115.00	OS
Other operations - non-minerals related, per 0.1 ha (Maximum fee		£195.00	0.00%	£0.00	£195.00	£0.00	£195.00	OS
Advertisements								
Relating to the business on the premises		£110.00	0.00%	£0.00	£110.00	£0.00	£110.00	OS
Advance direction signs to a business		£110.00	0.00%	£0.00	£110.00	£0.00	£110.00	OS
Other advertisements		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
Prior Notifications and Approvals								
Agriculture, forestry or demolition proposals		£80.00	0.00%	£0.00	£80.00	£0.00	£80.00	OS
Telecommunications		£385.00	0.00%	£0.00	£385.00	£0.00	£385.00	OS
Other Applications								
Renewal of temporary permission		£195.00 The equivalent planning application fee						OS
Variation or removal of a condition		£195.00	0.00%	£0.00	£195.00	£0.00	£195.00	OS
Lawful Development Certific - Existing development		The equivalent planning application fee						OS
- Proposed development		Half the equivalent application fee						OS
High Hedges Complaints Application		£300.00	0.00%	£0.00	£300.00	£0.00	£300.00	OS

APPENDIX A

Prosperous Communities Committee		Trinity Arts Centre						
		Current Net Charge	Proposed Increase		Proposed Net Charge	VAT Amount £	Total Charge Incl VAT £	VAT rate included
		2013/14 £	%	£	2014/15 £			
Auditorium								
Daytime Hire (9am - 5pm), including technician								
Monday - Saturday	Standard Hourly Rate	£30.00	0%	£0.00	£30.00	£6.00	£36.00	S
	Concession	£25.00	0%	£0.00	£25.00	£5.00	£30.00	S
	School Rate	£23.33	0%	£0.00	£23.33	£4.67	£28.00	S
Sunday/ Bank Holidays	Standard Hourly Rate	Charges as above						
	Introductory Hourly Rate (new hires, first performance only)							
Evening Hire (5pm - 11pm), including technician								
Monday - Saturday	Standard Hourly Rate	£40.83	0%	£0.00	£40.83	£8.17	£49.00	S
	Concession	£32.50	0%	£0.00	£32.50	£6.50	£39.00	S
	School Rate	£27.50	0%	£0.00	£27.50	£5.50	£33.00	S
Sunday/ Bank Holidays	Standard Hourly Rate	Charges as above						
	Introductory Hourly Rate (new hires, first performance only)							
Vestry / Bar (Private Hire)								
per hour	Standard Hourly Rate	£10.83	0%	£0.00	£10.83	£2.17	£13.00	S
	Concession	£8.33	0%	£0.00	£8.33	£1.67	£10.00	S
Refreshments	per person, per event	£0.83	0%	£0.00	£0.83	£0.17	£1.00	S
Staffing (Hourly Rate)								
Front Of House Manager:		£10.42	0%	£0.00	£10.42	£2.08	£13.00	S
Usher:		£8.75	0%	£0.00	£8.75	£1.75	£11.00	S
Technician:		£12.50	0%	£0.00	£12.50	£2.50	£15.00	S
Projectionist :		£12.50	0%	£0.00	£12.50	£2.50	£15.00	S
Merchandise sales by Trinity Arts Centre staff		15%		15%				
Administration & Promotion								
Box Office Ticket Sales	Per Show	10% - 20% of ticket sales						S
Credit card transactions	Of credit card sales	4.35%						
1/4 page Advert in brochure	per brochure	£54.17	0%	£0.00	£54.17	£10.83	£65.00	S
The Performing Rights Society will make a charge for using music not originated by your group								
Note: All live shows, lectures and demonstrations will be listed in the brochure free of charge.								

APPENDIX A

Prosperous Communities Committee		Cemeteries						
	Current Net Charge		Proposed Increase		Proposed Net Charge	VAT Amount	Total Charge Incl VAT	VAT rate included
	2013/14	£	%	£	2014/15	£	£	
Exclusive Rights of Burial in Earthen Graves								
Single Grave not exceeding 9' x 4'	£137.00		2.50%	£3.40	£140.40	£0.00	£140.00	OS
Grave not exceeding 9' x 4' for double/triple interments	£167.70		2.50%	£4.20	£171.90	£0.00	£172.00	OS
Cremated remains only grave not exceeding 4' 6" x 4'	£82.60		2.50%	£2.10	£84.70	£0.00	£85.00	OS
Part 3 - Walled Graves & Vaults								
For the right to construct and for the exclusive right of				Due to the transfer of the cemeteries charges no longer apply				
Fees increased pro rata for grave spaces over 9' x 4'								
Monuments, Gravestones, Tablets & monumental inscriptions								
The right to erect or place on a grave or vault	A headstone not exceeding 3 feet in height	£ 39.70	2.50%	£1.00	£40.70	£0.00	£41.00	OS
	A vase or tablet not exceeding 12 inches in height by 12 inches in width at the head of the grave	£ 20.00	2.50%	£0.50	£20.50	£0.00	£21.00	OS
	For each inscription after the first	£ 20.00	2.50%	£0.50	£20.50	£0.00	£21.00	OS
Registration Fees								
Per certified copy of a certificate of grant of exclusive right		£27.60	2.50%	£0.70	£28.30	£0.00	£28.00	OS
Per certified copy of entry in Register of Burials		£27.60	2.50%	£0.70	£28.30	£0.00	£28.00	OS
Burial grounds at Market Rasen, Normanby and Owmby, Springthorpe and Torksey								

Prosperous Communities Committee		Pest Control and Stray Dogs						
	Current Net Charge		Proposed Increase		Proposed Net Charge	VAT Amount	Total Charge Incl VAT	VAT Rate
	2012/13	£	%	£	2013/14	£	£	
Fleas								S
	Concession							S
Rats and Mice								S
	Concession							S
Concessionary rates apply to residents in receipt of benefit or whose only source of income is the State Retirement Pension. A reimbursement will be given to those residents qualifying for the concession.								
Reclaim of Stray Dogs	Prescribed fee	£25.00	0.00%	£0.00	£25.00	£5.00	£30.00	S
	Collection Fee (previously Dog Warden Fee)	£75.00	0.00%	£0.00	£75.00	£15.00	£90.00	S
	plus kennel and vet fees as appropriate.							
Recovery of Costs for removal, storage and disposal from owners				These charges are statutory and are governed by the Removal, Storage and Disposal of				
Commercial Waste Fixed Penalty Notice		£307.50	-2.45%	£-7.50	£300.00	£0.00	£300.00	OS
This is a statutory charge set by central government and subject to annual review.								

APPENDIX A

Prosperous Communities Committee		Operational Services							
		Current Net Charge		Proposed Increase		Proposed Net Charge	VAT Amount £	Total Charge	VAT Rate
		2013/14 £	%	£	2014/15 £		Incl VAT £		
Trade waste sacks	Per 10 sacks or stickers.	£26.00	2.50%	£0.70	£27.00	£0.00	£27.00	OS	
Trade Waste charges	Charges to reflect cost recovery *								
Other waste (e.g. Schools)	Per 50 sacks or stickers.	£74.30	2.50%	£1.90	£76.00	£0.00	£76.00	OS	
Garden waste and additional blue sacks	Per 5 sacks or stickers.	£7.50	2.50%	£0.20	£8.00	£0.00	£8.00	OS	
Delivery of sacks.		£11.30	2.50%	£0.30	£12.00	£0.00	£12.00	OS	
Postage & Packaging of 5 sacks		£1.90	2.50%	£0.05	£2.00	£0.00	£2.00	OS	
Garden waste w heeled bin (Annual charge)	Collection of 2nd and subsequent bins.	£23.40	2.50%	£0.60	£24.00	£0.00	£24.00	OS	
Wheeled Bin replacement (supply & delivery)	Residual, garden waste (each bin)	£30.80	2.50%	£0.80	£32.00	£0.00	£32.00	OS	
	Recycling	£15.40	2.50%	£0.40	£16.00	£0.00	£16.00	OS	
Wheeled Bins for new properties (supply & delivery)	Residual, garden waste (each bin)	£30.80	2.50%	£0.80	£32.00	£0.00	£32.00	OS	
	Recycling	£15.40	2.50%	£0.40	£16.00	£0.00	£16.00	OS	
Bulky household waste collections	Collection articles worth up to 6 points	£20.50	2.50%	£0.50	£21.00	£0.00	£21.00	OS	
	Additional articles worth 1 point collected at the same time	£3.70	2.50%	£0.10	£4.00	£0.00	£4.00	OS	
Collection and disposal of Fridges and freezers from Commercial premises.		£72.50	2.30%	£1.67	£74.17	£14.83	£89.00	S	
Section 46 Fixed Penalty Notice	Fee set by Government	£60.00	0.00%	£0.00	£60.00	£0.00	£60.00	OS	
Collection of clinical waste		£0.00	0.00%	£0.00	£0.00	£0.00	£0.00	OS	
Private road sweeping per hour		£35.00	2.50%	£0.90	£36.00	£0.00	£36.00	OS	

*Service is being developed and charges will need to be calculated on an individual basis in line with the Fees, Charges and Concessions Policy

APPENDIX A

Prosperous Communities Committee		Strategic Housing							
	Current Net Charge	Proposed Increase		Proposed Net Charge			VAT Amount £	Total Charge Incl VAT £	VAT rate included
				2013/14	2014/15	2014/15			
	£	%	£	£	£	£			
Housing Enforcement charges	New charging structure based on report to Council January 2014								
				<i>Basic</i>	<i>Increments</i>	<i>Maximum</i>			
	Mandatory HMO licence application	£391.90		£450 for up to five units / bedrooms	£10 per additional unit	n/a	£0.00	Depends upon number of units	OS
	Mandatory HMO licence renewal			£450 for up to five units / bedrooms	£10 per additional unit	n/a	£0.00	Depends upon number of units	OS
	Hazard Awareness Notice			None		Nil	£0.00	Nil	OS
	Improvement Notice			£150 for one hazard	£50 per additional hazard	£450	£0.00	Depends upon number of units	OS
	Emergency Remedial Action Notice (plus cost of works – see below)			£150 for one hazard	£50 per additional hazard	£450	£0.00	Depends upon number of units	OS
	Prohibition Order		£300 Hourly charge:	£150 for one hazard	£50 per additional hazard	£450	£0.00	Depends upon number of units	OS
	Emergency Prohibition Order			£150 for one hazard	£50 per additional hazard	£450	£0.00	Depends upon number of units	OS
	Demolition Order			£150 for one hazard	£50 per additional hazard	£450	£0.00	Depends upon number of units	OS
Works in default of any legislation or emergency remedial action		Cost of work plus hourly rate of officer with on costs		n/a	n/a	£0.00	Depends upon number of hours and extent of works	OS	

APPENDIX A

Prosperous Communities Committee		Licensing							
		Current Net Charge	Proposed Increase		Proposed Net Charge	VAT Amount £	Total Charge Incl VAT £	VAT Rate	
		2013/14 £	%	£	2014/15 £				
Copy of Any License		10.5	0.05%	£0.00	£11.00	£0.00	£11.00	OS	
Street Trading Consents		£116.30	2.50%	£2.90	£119.00	£0.00	£119.00	OS	
Hackney Carriages*/Private Hire Vehicles - annual charge		£249.40	0.00%	£0.00	£249.00	£0.00	£249.00	OS	
Hackney Carriage/Private Hire Drivers* - (initial grant year one & every third renewal)		£102.20	2.50%	£2.60	£105.00	£0.00	£105.00	OS	
Hackney Carriage/Private Hire Drivers* - self declaration (annual charge year two & three)		£51.05	2.50%	£1.30	£52.00	£0.00	£52.00	OS	
Three year Private Hire Operators licence (Paid in full on commencement)		£181.10	0.00%	£0.00	£181.00	£0.00	£181.00	OS	
Sex Shop Licences and Sexual Entertainment Venues	Initial Application	£1,544.25	0.00%	£0.00	£1,544.00	£0.00	£1,544.00	OS	
	Renewal	£1,441.80	0.00%	£0.00	£1,442.00	£0.00	£1,442.00	OS	
	Transfer fee	£287.20	0.00%	£0.00	£287.00	£0.00	£287.00	OS	
Alcohol and Entertainment Licences		Charges set by Licensing Act 2003							
Pet Shops		£119.20	2.50%	£3.00	£122.00	£0.00	£122.00	OS	
Animal Boarding Establishments	Boarding either cats or dogs	£150.60	2.50%	£3.80	£154.00	£0.00	£154.00	OS	
	Establishments with dual usage.	£226.20	2.50%	£5.70	£232.00	£0.00	£232.00	OS	
Horse Riding Establishment	Vets fees plus admin costs of	£48.10	2.50%	£1.20	£49.00	£0.00	£49.00	OS	
Dog Breeding	or as above	£112.40	2.50%	£2.80	£115.00	£0.00	£115.00	OS	
Dangerous Wild Animals	Vets fees plus admin costs of	£94.50	0.00%	£0.00	£95.00	£0.00	£95.00	OS	
Zoos	Vets fees plus admin costs of	£286.20	2.50%	£7.20	£293.00	£0.00	£293.00	OS	
Scrap metal Dealers/Collectors	Collectors Fee	£165.70	0.00%	£0.00	£166.00	£0.00	£166.00	OS	
	Site Fee	£1,180.09	0.00%	£0.00	£1,180.00	£0.00	£1,180.00	OS	
Skin Piercing	Premises registration	£94.40	2.50%	£2.40	£97.00	£0.00	£97.00	OS	
	Personal registration	£25.50	2.50%	£0.60	£26.00	£0.00	£26.00	OS	
Request for information / document disclosure where charging is permitted	minimum per request plus cost of materials	£65.90	2.50%	£1.60	£68.00	£0.00	£68.00	OS	
	Thereafter per hour	£40.20	2.50%	£1.00	£41.00	£0.00	£41.00	OS	
Health Certificates		£44.70	2.50%	£1.10	£46.00	£0.00	£46.00	OS	
Food premises register	per page	£2.60	2.50%	£0.10	£3.00	£0.00	£3.00	OS	
Private water supply work	Maximum charges								
	Risk assessment (each assessment)		£500.00	0.00%	£0.00	£500.00	£0.00	£500.00	OS
	Sampling (each visit)		£100.00	0.00%	£0.00	£100.00	£0.00	£100.00	OS
	Investigation (each investigation)		£100.00	0.00%	£0.00	£100.00	£0.00	£100.00	OS
	Granting an authorisation (each)		£100.00	0.00%	£0.00	£100.00	£0.00	£100.00	OS
	Analysing a sample -			0.00%	£0.00		£0.00	£0.00	OS
	Taken under regulation 10 (domestic supplies)		£25.00	0.00%	£0.00	£25.00	£0.00	£25.00	OS
Taken during check monitoring (commercial supplies)		£100.00	0.00%	£0.00	£100.00	£0.00	£100.00	OS	
Taken during audit monitoring (commercial supplies)		£500.00	0.00%	£0.00	£500.00	£0.00	£500.00	OS	

*Charge also applies to horse drawn omnibus

APPENDIX A

Prosperous Communities Committee		Environment Services Local Air Pollution				
All charges are set by DEFRA		Current Net Charge 2013/14 £	Proposed Net Charge 2014/15 £	VAT Amount £	Total Charge Incl VAT £	VAT Rate
Application Fee						
- Standard Process		£1,579.00	£1,579.00	£0.00	£1,579.00	OS
- Additional fee for operating without a permit		£1,137.00	£1,137.00	£0.00	£1,137.00	OS
- Reduced fee activities		£148.00	£148.00	£0.00	£148.00	OS
- Reduced fee activities: Additional Fee for operating without a permit		£68.00	£68.00	£0.00	£68.00	OS
- Mobile Screening and crushing plant		£1,579.00	£1,579.00	£0.00	£1,579.00	OS
- For the third to seventh applications		£943.00	£943.00	£0.00	£943.00	OS
- For the eighth and subsequent applications		£477.00	£477.00	£0.00	£477.00	OS
An additional charge of £297 applies to the above where the permit is for a combined part B and waste installation.						
Annual Subsistence Fee -Standard Process						
	Low	£739.00	£739.00	£0.00	£739.00	OS
	Medium	£1,111.00	£1,111.00	£0.00	£1,111.00	OS
	High	£1,672.00	£1,672.00	£0.00	£1,672.00	OS
An additional charge of £99 for Low , £149 for Medium and £198 for High applies to the above where the permit is for a combined part B and waste installation.						
- Reduced fee activities						
	Low	£76.00	£76.00	£0.00	£76.00	OS
	Medium	£151.00	£151.00	£0.00	£151.00	OS
	High	£227.00	£227.00	£0.00	£227.00	OS
- PVR I & II Combined						
	Low	£108.00	£108.00	£0.00	£108.00	OS
	Medium	£216.00	£216.00	£0.00	£216.00	OS
	High	£326.00	£326.00	£0.00	£326.00	OS
- Vehicle refinishers						
	Low	£218.00	£218.00	£0.00	£218.00	OS
	Medium	£349.00	£349.00	£0.00	£349.00	OS
	High	£524.00	£524.00	£0.00	£524.00	OS
- Odourisation of natural gas						
	Low	£76.00	£76.00	£0.00	£76.00	OS
	Medium	£151.00	£151.00	£0.00	£151.00	OS
	High	£227.00	£227.00	£0.00	£227.00	OS
- Mobile Screening and crushing plant 1st to 2nd Permits						
	Low	£618.00	£618.00	£0.00	£618.00	OS
	Medium	£989.00	£989.00	£0.00	£989.00	OS
	High	£1,485.00	£1,485.00	£0.00	£1,485.00	OS
- Mobile Screening and crushing plant 3rd to 7th Permits						
	Low	£368.00	£368.00	£0.00	£368.00	OS
	Medium	£590.00	£590.00	£0.00	£590.00	OS
	High	£884.00	£884.00	£0.00	£884.00	OS
- Mobile Screening and crushing plant 8th and Subsequent permits						
	Low	£189.00	£189.00	£0.00	£189.00	OS
	Medium	£302.00	£302.00	£0.00	£302.00	OS
	High	£453.00	£453.00	£0.00	£453.00	OS
Where a part B installation is subject to reporting under the E-PRTR regulation an additional charge of £99 applies.						
Transfer and Surrender						
- Transfer		£162.00	£162.00	£0.00	£162.00	OS
- Partial transfer		£476.00	£476.00	£0.00	£476.00	OS
- New operator at low risk reduced fee		£75.00	£75.00	£0.00	£75.00	OS
- Reduced fee activities: Partial transfer		£45.00	£45.00	£0.00	£45.00	OS
Substantial Change				£0.00	£0.00	
- Standard Process		£1,005.00	£1,005.00	£0.00	£1,005.00	OS
- Standard process where the substantial change results in a new PPC activity		£1,579.00	£1,579.00	£0.00	£1,579.00	OS
- Reduced fee activities		£98.00	£98.00	£0.00	£98.00	OS
Subsistence charges can be paid in four equal installments at an additional cost of £36 p.a.						

APPENDIX A

Prosperous Communities Committee		Licensing - Gambling Act					
	Current Net Charge	Proposed Increase		Proposed Net Charge	VAT Amount £	Total Charge Incl VAT £	VAT Rate
	2013/14 £	%	£	2014/15 £			
Bingo Premises Licence							
Application fee for provisional statement	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Licence for provisional statement premises	£781.30	0.00%	£0.00	£781.00	£0.00	£781.00	OS
Application fee new premises	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Annual Fee	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Variation of Licence	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Transfer fee	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Application for reinstatement	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Adult Gaming Centre							
Application fee for provisional statement	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Licence for provisional statement premises	£781.30	0.00%	£0.00	£781.00	£0.00	£781.00	OS
Application fee new premises	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Annual Fee	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Variation of Licence	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Transfer fee	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Application for reinstatement	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Family Entertainment Centre							
Application fee for provisional statement	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Licence for provisional statement premises	£780.00	0.00%	£0.00	£780.00	£0.00	£780.00	OS
Application fee new premises	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Annual Fee	£750.60	-0.09%	-£0.70	£750.00	£0.00	£750.00	OS
Variation of Licence	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Transfer fee	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Application for reinstatement	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Betting Premises (other)							
Application fee for provisional statement	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Licence for provisional statement premises	£780.00	0.00%	£0.00	£780.00	£0.00	£780.00	OS
Application fee new premises	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Annual Fee	£586.60	0.00%	£0.00	£587.00	£0.00	£587.00	OS
Variation of Licence	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Transfer fee	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Application for reinstatement	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Betting Premises (tracks)							
Application fee for provisional statement	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Licence for provisional statement premises	£780.00	0.00%	£0.00	£780.00	£0.00	£780.00	OS
Application fee new premises	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Annual Fee	£586.60	0.00%	£0.00	£587.00	£0.00	£587.00	OS
Variation of Licence	£866.60	0.00%	£0.00	£867.00	£0.00	£867.00	OS
Transfer fee	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Application for reinstatement	£750.60	0.00%	£0.00	£751.00	£0.00	£751.00	OS
Miscellaneous							
Change of circumstances	£46.50	0.00%	£0.00	£47.00	£0.00	£47.00	OS
Fee for copy of a licence	£23.50	0.00%	£0.00	£24.00	£0.00	£24.00	OS
Temporary usage license	£342.60	0.00%	£0.00	£343.00	£0.00	£343.00	OS

**TABLE A - BUILDING CONTROL FEES
CHARGES FOR NEW DWELLINGS OF NO
MORE THAN 3 STOREYS**

Number of dwellings	Plan charge (inc VAT at standard rate)	Inspection Charge (inc VAT at standard rate)
(1)	(2)	(3)
1	£120.00	£360.00
2	£195.00	£585.00
3	£270.00	£810.00
4	£345.00	£1,035.00
5	£399.00	£1,197.00

Note - for 5 or more dwellings or if the floor area of a dwelling exceeds 300m² the charge is individually determined based on the actual time involved.

TABLE B - BUILDING CONTROL

APPENDIX A

CHARGES FOR DOMESTIC SMALL BUILDINGS, EXTENSIONS AND ALTERATIONS ETC

Type of work	Amount of Plan Charge (inc VAT at Standard rate)	Amount of Inspection Charge (inc VAT at standard rate)	Amount of Building Notice or Reversion Charge (inc VAT at standard rate)	Amount of Regularisation Charge (inc VAT at standard rate)
(1)	(2)	(3)	(4)	(5)
1) Erection or extension of a non exempt detached domestic garage or carport or both having an internal floor area not exceeding 100m ² .	£240.00	N/A	£240.00	£240.00
2) Conversion of a garage to a dwelling to a habitable room(s).	£240.00	N/A	£240.00	£240.00
3) Any extension of a dwelling with an internal floor area of which does not exceed 10m ² .	£84.00	£252.00	£336.00	£336.00
4) Any extension of a dwelling with an internal floor area between 10m ² and 40m ² .	£111.00	£333.00	£444.00	£444.00
5) Any extension of a dwelling with an internal floor area between 40m ² and 60m ² .	£129.00	£387.00	£516.00	£516.00
6) Installation of 1 - 5 domestic replacement window/s and door/s.	£108.00	N/A	£108.00	£108.00
7) Installation of 6 -10 domestic replacement window/s and door/s	£168.00	N/A	£168.00	£168.00
8) Any alteration of a dwelling consisting of the provision of one or more rooms in roof space, including means of access.	£129.00	£387.00	£516.00	£516.00
9) Any other domestic alterations, installation of fitting or work not covered in the above categories where the estimated cost of the work does not exceed £2,000.	£168.00	N/A	£168.00	£168.00
10) Any other domestic alterations, installation of fitting or work not covered in the above categories where the estimated cost of the work exceeds £2,000 but does not exceed £5,000.	£240.00	N/A	£240.00	£240.00
11) Any other domestic alterations, installation of fitting or work not covered in the above categories where the estimated cost of the work exceeds £5,000 but does not exceed £25,000.	£99.00	£297.00	£396.00	£396.00
12) Installation of Cavity Wall Insulation	£72.00	N/A	£72.00	£72.00

For domestic projects with a value exceeding £25,000, the charge will be established on an individual basis based on the amount of plan checking and inspection time.

Extension with an average floor area in excess of 60 sq mt will be established on an individual basis based on the amount of plan and checking and inspection time

TABLE C**APPENDIX A****BUILDING CONTROL FEES****Fees for Non Domestic new buildings, extensions, alterations etc**

Type of work	Amount of Plan Charge (inc VAT at standard rate)	Amount of Inspection Charge (inc VAT at standard rate)	Amount of Building Notice or Reversion Charge (inc VAT at standard rate)	Amount of Regularisation Charge (inc VAT at standard rate)
(1)	(2)	(3)	(4)	(5)
1) Extension of a non domestic building both having an internal floor area not exceeding 10m ² .	£147.60	£344.40	£492.00	£492.00
2) Extension of a non domestic building both having an internal floor area exceeding 10m ² but not exceeding 40m ² .	£187.20	£436.80	£624.00	£624.00
3) Extension of a non domestic building both having an internal floor area exceeding 40m ² but not exceeding 100m ² .	£226.80	£529.20	£756.00	£756.00
4) Any other non domestic alterations, installation of fitting or work not covered in the above categories where the estimated cost of the work does not exceed £5,000.	£300.00	N/A	£300.00	£300.00
5) Any other non domestic alterations, installation of fitting or work not covered in the above categories where the estimated cost of the work exceeds £5,000 but does not exceed £25,000.	£144.00	£336.00	£480.00	£480.00
6) Installation of 1 - 5 non domestic replacement window/s and door/s	£132.00	N/A	£132.00	£132.00
7) Installation of 6 - 20 non domestic replacement window/s and door/s.	£240.00	N/A	£240.00	£240.00

For Non domestic projects with a value exceeding £25,000, the charge will be established on an individual basis based on the amount of plan checking and inspection time.

For solar wall panel applications from companies on a repetitive installation basis the fee will be reduced to £95 plus vat.

For air source heat pumps applications from companies on a repetitive installation basis the fee will be reduced to £95 plus vat.