

additional papers 1



Overview and Scrutiny Committee

Tue 21 Oct
2014
7.00 pm

Committee Room 2
Town Hall
Redditch



www.redditchbc.gov.uk

Access to Information - Your Rights

The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000, has further broadened these rights, and limited exemptions under the 1985 Act.

Your main rights are set out below:-

- Automatic right to attend all Council and Committee meetings unless the business would disclose confidential or “exempt” information.
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- Automatic right to inspect minutes of the Council and its Committees (or summaries of business undertaken in private) for up to six years following a meeting.
- Automatic right to inspect lists of background papers used in the preparation of public reports.
- Access, upon request, to the background papers on which reports are based for a period of up to four years from the date of the meeting.
- Access to a public register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc.
- A reasonable number of copies of agenda and reports relating to items to be considered in public must be made available to the public attending meetings of the Council and its Committees etc.
- Access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned.
- Access to a summary of the rights of the public to attend meetings of the Council and its Committees etc. and to inspect and copy documents.
- In addition, the public now has a right to be present when the Council determines “Key Decisions” unless the business would disclose confidential or “exempt” information.
- Unless otherwise stated, all items of business before the Executive Committee are Key Decisions.
- (Copies of Agenda Lists are published in advance of the meetings on the Council's Website:
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**If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact
Jess Bayley and Amanda Scarce
Democratic Services Officers**

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Welcome to today's meeting.

Guidance for the Public

Agenda Papers

The **Agenda List** at the front of the Agenda summarises the issues to be discussed and is followed by the Officers' full supporting **Reports**.

Chair

The Chair is responsible for the proper conduct of the meeting. Generally to one side of the Chair is the Democratic Services Officer who gives advice on the proper conduct of the meeting and ensures that the debate and the decisions are properly recorded. On the Chair's other side are the relevant Council Officers. The Councillors ("Members") of the Committee occupy the remaining seats around the table.

Running Order

Items will normally be taken in the order printed but, in particular circumstances, the Chair may agree to vary the order.

Refreshments : tea, coffee and water are normally available at meetings - please serve yourself.

Decisions

Decisions at the meeting will be taken by the **Councillors** who are the democratically elected representatives. They are advised by **Officers** who are paid professionals and do not have a vote.

Members of the Public

Members of the public may, by prior arrangement, speak at meetings of the Council or its Committees. Specific procedures exist for Appeals Hearings or for meetings involving Licence or Planning Applications. For further information on this point, please speak to the Democratic Services Officer.

Special Arrangements

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Infra-red devices for the hearing impaired are available on request at the meeting. Other facilities may require prior arrangement.

Further Information

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Do Not stop to collect personal belongings.

Do Not use lifts.

Do Not re-enter the building until told to do so.

The emergency Assembly Area is on Walter Stranz Square.



Overview and Scrutiny

Committee

Tuesday, 21st October, 2014

7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

Cllrs:

Jane Potter (Chair)
Gay Hopkins (Vice-Chair)
Joe Baker
David Bush
Andrew Fry

Carole Gandy
Alan Mason
Paul Swansborough
Pat Witherspoon

6. Fees and Charges Report - Pre-Scrutiny

(Pages 1 - 58)

Jayne Pickering, Executive Director, Finance and Resources

To pre-scrutinise the proposed fees and charges for the Council's services in 2015/16.

(Report to follow)

(No Specific Ward Relevance)

OVERVIEW AND SCRUTINY COMMITTEE

21st October 2014

FEES AND CHARGES REVIEW 2015/16

Relevant Portfolio Holder	Councillor John Fisher, Portfolio Holder for Corporate Management
Portfolio Holder Consulted	
Relevant Head of Service	Jayne Pickering, Director of Finance and Corporate Resources
Wards Affected	All Wards
Ward Councillor Consulted	
Key Decision	

1. SUMMARY OF PROPOSALS

To present the proposed fees and charges for 2015/16 for the Council's chargeable services.

2. RECOMMENDATIONS

The Overview and Scrutiny Committee is asked to **RECOMMEND** that

- 1) **the fees and charges for 2015/16 as set out in Appendix 1- 9 to the report be approved; other than in cases where:-**
 - a) **Fees or charges are statutory,**
 - b) **Fees and charges are set externally, or**
 - c) **Other Council- approved circumstances apply.**

- 2) **the Head of Leisure and Cultural Services has delegation to alter the Leisure fees and charges by a variation of up to 30%.**

3. KEY ISSUES

- 3.1 Comments relating to the individual services are shown in the appendices where the fees and charges have reduced or remained the same.
- 3.2 It is proposed that the fees and charges be increase from 1st January 2015, where an invoice has not already been raised covering the last quarter of the financial year or if there is a contractual notice period preventing this.

OVERVIEW AND SCRUTINY COMMITTEE

21st October 2014

- 3.3 All fees and charges will then become effective from 1st January each financial year from 1st January 2016.

Financial Implications

- 3.4 The Council's Financial Regulation D11 requires an annual review of fees and charges to be undertaken. Traditionally, this review is carried out as part of the budget preparation cycle.
- 3.5 Officers have been asked to review all their Fees and Charges and it is recommended that they are increase by 3%. There is an increased income target of £97,000 for 2015/16 compared to 2014/15.

Building Control

- 3.6 An increasing number of customers are aware of the ability for local authorities to provide project specific quotations on request and the number of such requests is rising rapidly. It is proposed to continue with provision of site specific fees in accordance with The Building (Local Authority Charges) Regulations 2010 in those fee categories previously affected and to raise other specific declared fees by at least 3%.

Legal Implications

- 3.7 A number of statutes governing the provision of services covered by this report contain express powers or duties to charge for services. Where an express power to charge does not exist the Council has the power under Section 111 of the Local Government Act 1972 to charge where the activity is incidental or conducive to or calculated to facilitate the Council's statutory function. The details of the powers to levy particular charges may be obtained from the author of this report.

Service/Operational Implications

- 3.8 The Committee is asked to recommend the new fees and charges to be implemented from 1st April 2015.

Customer / Equalities and Diversity Implications

- 3.9 No implications have been identified.

4. RISK MANAGEMENT

If the Council's fees and charges are not increased at least in line with inflation each year then the level of subsidy will increase which has a

OVERVIEW AND SCRUTINY COMMITTEE

21st October 2014

direct impact on the level of Council Tax or the Housing Revenue Account.

5. APPENDICES

Appendix 1 -	Head of Leisure and Culture
Appendix 2 -	Head of Community Services
Appendix 3 -	Head of Environmental Services
Appendix 4 -	Head of Regulatory Services
Appendix 5 -	Corporate
Appendix 6 -	Head of Customer Access and Financial Support
Appendix 7 -	Head of Legal, Equalities and Democratic Services
Appendix 8 -	Head of Housing Services
Appendix 9 -	Head of Planning and Regeneration

6. BACKGROUND PAPERS

There were no background papers identified.

AUTHOR OF REPORT

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Leisure & Cultural Services

Reddicards	Current	2014/15	Proposed charge from 01/04/15
Purchase of Reddicards	£ VAT Incl		£ VAT Incl
Adult resident		27.30	28.00
Family resident		37.00	38.00
Couple resident		33.00	34.00
Junior resident		19.50	20.00
Adult non-resident		36.75	38.50
Junior non-resident		25.75	27.00
Family non-resident		53.00	55.50
Adult concession		9.25	9.50
Junior concession		9.25	9.50
Family concession		13.60	14.00
Seniors resident		9.25	9.50
Student		9.25	9.50
Disabled		9.25	9.50
Commercial Block Booking Card		94.50	99.00
Development Block Booking Card		36.00	37.00

Leisure & Cultural ServicesAbbey Stadium and KingsleySenior denotes over 60STN – Subject to NegotiationRC – Reddicard

SERVICE CATEGORY	Current Charge 2014/15	Current Reddicard 2014/15	Current Concession 2014/15	Proposed charge from 2015	Proposed Reddicard from 2015	Proposed Concession from 2015
	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
SPORTS - INDOOR FACILITIES HIRE OF FULL HALL (40 MINUTES)						
Abbey Stadium/Kingsley - Peak	78.00	52.00	39.00	82.00	54.50	41.00
Abbey Stadium/Kingsley - Off Peak	50.00	33.50	25.00	52.50	35.50	26.50
HIRE OF GYMNASIUM (40 MINUTES)						
Kingsley	32.15	21.40	16.05	34.00	22.50	17.00
Kingsley - Commercial	STN	STN	STN	STN	STN	STN
BADMINTON (PER COURT 40 MINUTES)						
Peak	11.50	7.65	5.75	12.00	8.00	6.00
Off Peak	8.20	5.45	4.10	8.50	5.50	4.20
SQUASH (PER COURT 40 MINUTES)						
Peak	9.35	6.30	4.80	9.50	6.50	5.00
Off Peak	7.60	5.05	3.80	8.00	5.20	4.00
ABBEY STADIUM-CENTRE MEMBERSHIPS						
Single - Peak	32.00	n/a	n/a	32.00	n/a	n/a
Single - Off Peak	25.00	n/a	n/a	25.00	n/a	n/a
Joining Fee	25.00	n/a	n/a	25.00	n/a	n/a
Day Pass / Pay as you go	6.40	n/a	n/a	6.50	n/a	n/a
Exercise to Music Studio Session	4.50	n/a	n/a	4.50	n/a	n/a
Exercise to Music Studio Session (Les Mills)	5.50	n/a	n/a	5.50	n/a	n/a
TRAMPOLINING & GYMNASTICS – 10 WEEKS						
Abbey	65.50	43.50	32.50	67.50	44.50	33.50
YOGA						
Kingsley – Gentle Yoga Daytime	3.90	2.60	1.95	4.00	2.70	2.00
PARTIES						
Bouncy / Sports Castle Parties	141.00	94.00	70.50	145.50	97.00	73.00
JUNIOR NETBALL DEVELOPMENT (Kingsley)						
Netball	4.85	3.20	2.35	5.00	3.50	2.50
LEISURE TIME (Abbey)	4.65	3.10	2.35	5.00	3.20	2.50
SWIMMING						
Adult	4.70	3.10	2.40	5.00	3.20	2.50
Junior/Senior	4.70	3.10	2.40	5.00	3.20	2.50
Under 5's	FOC	FOC	FOC	FOC	FOC	FOC
Small Wet side party	46.50	n/a	n/a	48.00	n/a	n/a
Large Wet side party	92.00	n/a	n/a	95.00	n/a	n/a
Fun Inflatable Session	4.70	3.10	2.40	5.00	3.20	2.50
Ladies Night	4.70	3.10	2.40	5.00	3.20	2.50
Kingsley-Pool Hire	47.50	n/a	n/a	49.00	n/a	n/a
Schools Hire	46.50	n/a	n/a	48.00	n/a	n/a
Junior Swimming Lessons	60.00	40.00	30.00	62.00	41.00	31.00
One hour lane Hire	19.50	13.00	9.70	20.00	13.50	10.00
Adult Swimming Lessons – 30 mins	74.50	49.50	37.30	77.50	51.50	38.50
Abbey- Gala Hire - 3 hour duration	300.00	n/a	n/a	309.00	n/a	n/a
Abbey - Gala Hire - Additional Hour	50.00	n/a	n/a	51.50	n/a	n/a
Abbey - Pool Hire	47.50	n/a	n/a	49.00	n/a	n/a
Hire of Instructor	20.50	n/a	n/a	21.00	n/a	n/a

Leisure & Cultural ServicesArrow Vale

SERVICE CATEGORY	Current Charge 2014/15	Current Reddicard 2014/15	Current Concession 2014/15	Proposed charge from 2015	Proposed Reddicard from 2015	Proposed Concession from 2015
	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
SPORTS - INDOOR FACILITIES HIRE OF FULL HALL (40 MINUTES)						
Arrow Vale - Peak	59.00	39.50	29.50	62.00	41.50	31.00
Arrow Vale - Off Peak	38.50	25.50	19.50	40.50	26.50	20.50
HIRE OF GYMNASIUM (40 MINUTES)						
Arrow Vale	32.15	21.40	16.05	34.00	22.50	17.00
Arrow Vale - Commercial	STN	STN	STN	STN	STN	STN
MOVEMENT & DANCE AREA (40 MINUTES)						
Arrow Vale	32.15	21.40	16.05	34.00	22.50	17.00
Arrow Vale – Commercial Hire	STN	STN	STN	STN	STN	STN
BADMINTON (PER COURT 40 MINUTES)						
Peak	11.50	7.65	5.75	12.00	8.00	6.00
Off Peak	8.20	5.45	4.10	8.50	5.50	4.20
SQUASH (PER COURT 40 MINUTES)						
Peak	9.35	6.30	4.80	9.50	6.50	5.00
Off Peak	7.60	5.05	3.80	8.00	5.20	4.00
TRAMPOLINING & GYMNASTICS – 10 WEEKS						
Arrow Vale	65.50	43.50	32.50	67.50	44.50	33.50
SPRINGS GYM (ARROW VALE)						
Induction *(VAT EXEMPT)	22.00	n/a	n/a	22.00	n/a	n/a
Pay as you go session	5.90	n/a	n/a	6.00	n/a	n/a
Arrow Vale Direct Debit Membership	16.00	n/a	n/a	16.00	n/a	n/a
Arrow Vale Memberships with Classes included	20.00	n/a	n/a	20.00	n/a	n/a
PARTIES						
Bouncy / Sports Castle Parties	141.00	94.00	70.50	145.50	97.00	73.00
ARROW VALE ATP PITCH HIRE						
One third pitch hire per hour	n/a	32.50	24.35	n/a	32.50	24.50

Leisure & Cultural Services

SPORTS - OUTDOOR FACILITIES	Current Charge 2014/15	Current Reddicard 2014/15	Current Concession 2014/15	Proposed charge from 2015	Proposed Reddicard from 2015	Proposed Concession from 2015
	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
GOLF						
18 hole Adult	14.00	11.00	9.00	14.00	11.00	9.00
9 hole Adult	10.50	8.00	7.00	10.50	8.00	7.00
18 hole Junior	9.50	7.00	6.00	9.50	7.00	6.00
9 hole Junior	7.00	4.50	3.30	7.00	4.50	3.50
TENNIS (PER COURT 1 HOUR)						
Adult	8.75	5.85	4.45	9.00	6.00	4.50
Junior (before 5.00 p.m.)	6.40	4.20	3.30	6.50	4.50	3.50
FLOODLIT AREA						
Abbey Stadium – ½ Pitch per hour	79.50	53.00	41.00	82.00	54.50	42.50
Abbey Stadium – with Changing Rooms per 90 mins	121.00	80.50	60.50	124.50	82.50	62.50
NETBALL COURT HIRE	34.50	23.00	17.00	35.50	24.00	17.50
ATHLETICS						
Adult - individual charge	6.20	4.10	3.10	6.50	4.10	3.25
Junior - individual charge	2.70	1.75	1.35	3.00	2.00	1.50
Bromsgrove and Redditch- individual member	1.00	n/a	n/a	1.10	n/a	n/a
Bromsgrove & Redditch Athletics Club Events	4,434.00	n/a	n/a	4567.00	n/a	n/a
FOOTBALL - ADULT (INC. CHANGING FACILITIES)						
Abbey Stadium/Ipsley/Old Forge/Greenlands	80.00	53.00	n/a	82.50	54.50	n/a
FOOTBALL - JUNIOR (INC. CHANGING FACILITIES)						
Abbey Stadium/Morton Stanley Park/Ipsley/Old Forge/Greenlands/Kingsley	41.00	27.50	n/a	42.00	28.50	n/a
Abbey Stadium/Morton Stanley Park/Ipsley/Old Forge/Greenlands. Without changing facilities.	27.00	18.00	n/a	28.00	18.50	n/a
Small Sided Football	13.50	9.05	n/a	14.00	9.50	n/a

Leisure & Cultural Services

	Current 2014/15	Proposed charge from 15/16
SPORTS DEVELOPMENT CHARGES	£ VAT Incl except *	£ VAT Incl except *
Adult fitness Sessions	3.00	3.00
Health & Well Being Sessions	2.00	2.00
Curriculum Cost	18.00	19.00
Schools Hire – lunchtime / after school sessions	20.00	21.00
Inclusive Activities	2.00	2.00
PSI Falls Prevention	2.50	2.50
Activity Referral	25.00	25.00
Junior Sports Sessions	3.00	3.00

Leisure & Cultural Services

SERVICE CATEGORY	Current Charge 2014/15	Current Reddicard 2014/15	Current Concession 2014/15	Proposed charge from 2015	Proposed charge from 2015	Proposed charge from 2015
	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *	£ VAT Incl except *
10 week terms (Tues & Sat 2 hrs)	102.00	68.00	33.00	105.00	70.00	34.00
10 week terms (Mon 1 hr)	51.00	34.00	16.00	52.50	35.00	16.50
Optional Direct Debit Fee	6.00	6.00	6.00	6.00	6.00	6.00

Leisure & Cultural Services

COMMUNITY CENTRES	Current Charge 2014/15	Current Reddicard Charge 2014/15	Current concession Charge 2014/15	Proposed charge from 2015	Proposed Reddicard charge from 2015	Proposed concession charge from 2015
	£ VAT Incl except * (Per Hour) Function Rate	£ VAT Incl except * (Per Hour) Standard Rate	£ VAT Incl except * (Per Hour) Voluntary Rate	£ VAT Incl except * (Per Hour) Function Rate	£ VAT Incl except * (Per Hour) Standard Rate	£ VAT Incl except * (Per Hour) Voluntary Rate
Batchley - Main Hall	17.50	24.50	9.50	17.50	23.00 26.00 27.50	9.80 10.00 N/A
Oakenshaw						
Main Hall	17.50	24.50	12.00	17.50	23.00 26.00 27.50	12.30 13.00 N/A
Small Hall	15.50	19.50	9.50	15.50	18.50 20.70 22.00	9.80 10.00 N/A
Windmill						
Main Hall	17.50	24.50	12.00	17.50	23.00 26.00 27.50	12.30 13.00 N/A
Small Hall	15.50	19.50	9.50	15.50	18.50 20.70 22.00	9.80 10.00 N/A
Winyates Barn	17.50	24.50	9.50	17.50	23.00 26.00 27.50	9.80 10.00 N/A
Winyates Green	17.50	24.50	9.50	17.50	23.00 26.00 27.50	9.80 10.00 N/A

Proposed new pricing structure - See Appendix

The new proposed pricing structure is to increase the number of new “community venture start ups” hiring the facilities and to ensure unreasonably large profits are not made from Council owned and operated facilities by private enterprises.

Palace Theatre
Main Theatre

Performance / conference including 1 technician. Full lighting and sound systems available. Please see the current Technical Specification. MINIMUM OF 8.5 HOURS	Fee Per Hour	
	Cost	Disc. Local Community & charity rate (-15%)
Mon - Thurs	£128.63	£110.00
	£144.06	£123.25
Fri - Sat	£145.00	£124.00
	£192.94	£164.00
Sun & Bank Holidays	£193.00	£164.00
4 hour block - Monday to Wednesday daytime hires up to 5pm, Saturday up to 1pm and Monday to Wednesday evenings 6pm to 10pm. Local charity or a community group that is a member of the Air partnership only. Subject to negotiation and availability. 1 member of staff only.	£297.00	
For a public performance add the appropriate hourly rate for technical staff / FOH and additional fees.		
Full week hire (including technical, F.O.H manager, and box office for 1 hour up to the start of each performance), Full lighting and sound systems available. Please see the current Technical Specification. See below for additional fees and charges.	Cost per week	Disc. Local Community & charity rate (-15%)
Up to 6 performances including Sunday get in 9am-6pm, Monday 10am-10:30pm, Tues to Sat performances 6-10.30pm and sat Mat 1 - 5pm (Sat until 11pm for get out). 49 hours of hire.	£4,725.00	£4,016.00

The Room Upstairs and Bar Lounge (room only, for additional facilities available see below)

The Room Upstairs Fee Per Hour MINIMUM 4 HOURS	Cost	Notes:
Space Hirer (studio includes use of the sound system)	£13.00	1. Promotion and percentage deal splits to be agreed by Committee and Theatre Manager 2. Studio and bar hirer must pay a non-refundable payment of 50% of the hire fee when booking 3. For all daytime studio and bar bookings please speak to the box office team on (01527) 65203 4. Additional tech staff show call rate, minimum 4Hrs call
Arts and performance development activity arrangements are also available. Please contact the Theatre Team To Discuss agreements and availability		
Studio Technician (max 4 hr call)	£29.40	
WORKSHOP HIRE - per day (Appropriate certification proof must be shown to use the workshop machinery)	£114.00	
Theatre Tours (maximum 25 people per tour) - 1 hour tour	£80.00	

Additional Charges to all performances

PRS fees (percentage of Net box office takings), unless written notification is provided from PRS then this will be charged	3%
Credit Card Charges (percentage of Net box office takings)	3%
Customer booking fee at box office (max. of £3 for any one booking)	£0.75

Additional charges applicable to all hirer performances

Ex.Vat Price

Marketing Bronze Package (see App 5 Publicity & Advertising form for hirers for further info)	£125.00	£104.17
Marketing Silver Package (see App 5 Publicity & Advertising form for hirers for further info)	£325.00	£270.83
Marketing Gold Package (see App 5 Publicity & Advertising form for hirers for further info)	£400.00	£333.33
The Room Upstairs event Listing in the Theatre Brochure for the relevant season, Includes free web site entry on receipt of your marketing	£42.00	£35.00
1000 post out mail shot	£480.00	
A0 display front of building per week (max 4 weeks), FCFS	£10.00	
Banner position front of building per week, FCFS	£15.00	
Local press advertisement charged at cost + administration fee at:	10%	
Sale of merchandise at Theatre premises. (Percentage taken is gross of merchandise takings)	15%	

Additional Facilities / services available

Bar Extension after performance	£54.00
Orchestra replacement. The company must provide at least two staff to aid refitting of the orchestra PIT after the final performance. If this does not happen, the charge here will be included in your Bill per pit section	£16.00
Additional cleaning fee where premises are not left in a clean and tidy state. per room	£21.50
Un-blocking of sinks or toilets (per toilet or sink)	£43.00
Items hired or purchased from a third party on your behalf	Cost + 10%
Portable Appliance Testing (PAT), per item	£4.50
Tea / coffee per head (unlimited drinks per person).	£1.75
Photo-copying and printing A4 black and white	£0.11
Photo-copying and printing A4 colour	£0.22

Additional items available for Hire (please check with the Technical department for availability)

ITEM	DAY PRICE	ONE WEEK
Star Cloth	£70.35	£200.55
Black Gauze	£34.65	£84.00
White Gauze	£34.65	£84.00
Tab Track	£33.00	£80.00
Red Tabs	£45.15	£135.45
Blue Tabs	£45.15	£135.45
Jem Techno Fog Machine	£14.70	£34.65
Under-stage Smoke System	£37.80	£101.85
Haze Machine	£14.70	£46.20
Baby Grand Piano tuning (additional tuning charge at cost)	£102.90	£302.40
Portable digital piano	£27.30	£80.85
Technics Key Board	£21.00	£61.95
Video / Data Projector	£84.00	£254.10
Laptop	£80.85	£233.10
Overhead projector (OHP)	£9.45	£24.15
Portable folding projector screen (approx 5 feet square)	£6.30	£16.80
Flip chart stand (Paper and pens are not provided)	£7.35	£21.00
White board	£11.55	£34.65
Lectern including microphones and lights	£48.30	£162.75
Radio Mics (Up to 4 handheld & 10 lapels)-per microphone- See note 2	£21.00	£59.85
Music Stands (each) *	£3.15	£9.45
Conductor music stand *	£5.25	£16.80
Metro deck staging sections (2 m x 1 m) inc 18" or 1.5m Legs and skirts if requested	£10.50	£21.00
1 Metre hand rail section for above Rostra (5 available) (each)	£6.30	£11.55
2 Metre hand rail section for above Rostra (3 available) (each)	£10.50	£21.00
Curtain Rail	£35.00	£100.00

* Free to use for Disc. Local Community & charity rate hirers

Consumables:

Gaffa Tape	£7.88
LX tape	£1.68
PP3 Battery (each)	£3.15
AA battery (each)	£1.15

Additional Staffing

Additional technical staff per hour (minimum 4 hour call)	£20.00
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Notes:

1. Extra consumables for equipment can be supplied at cost plus 10% for administration costs. All equipment will be provided with one container.
2. Rechargeable AA batteries suitable for use on Palace Theatre radio microphones and chargers are provided with all Radio Microphones, users must put batteries on charge and return back to the dimmer room after use. Any missing will be charged for at cost + 10%
3. Proof of appropriate certification must be shown to use Workshop machinery.
4. No equipment must be altered or modified in anyway.
5. Any damages to Palace Theatre Property must be paid for and will be re charged to the company at the costs charges to the Palace Theatre including any carriage where necessary.

Leisure & Cultural Services**Forge Mill**

Admission (individual)	Current 2014/15 charges £ VAT Incl except *	Current Reddicard 2014/15 charges £ VAT Incl except *	Proposed charge 2015/16 £ VAT Incl except *	Proposed Reddicard charge 2015/16 £ VAT Incl except *
Adult	4.75	3.50	4.90	3.95
Senior Citizen	3.70	2.50	3.80	2.60
Child	1.60	1.00	1.65	1.00
Family -up to 4 people	10.80	8.50	11.10	8.80
Wednesday ONLY* Non Reddicard holder prices apply	N/A	FREE	N/A	FREE
<u>Groups Bookings</u>				
Admission, refreshments and guided tour of one site	STN	STN	STN	STN
External talks + Costs	57.50	47.00	59.05	48.55
<u>School Bookings</u>				
Archaeological Activity Centre	36.00	N/A	37.05	N/A
Victorian role play	36.00	N/A	37.05	N/A
Victoria role play wheel unavailable	36.00	N/A	37.05	N/A
FM (history of needle-making	36.00	N/A	37.05	N/A
FM (processes & Machinery)	36.00	N/A	37.05	N/A
Local History of Redditch	36.00	N/A	37.05	N/A
Temporary exhibition with activities	36.00	N/A	37.05	N/A
Marketing/Business students	36.00	N/A	37.05	N/A
Teacher Led sessions	36.00	N/A	37.05	N/A
Special Needs Groups	FREE	FREE	FREE	FREE
<u>Room Hire</u>				
½ day all Other Groups	45.00	N/A	45.00	N/A
All day	75.00	N/A	75.00	N/A
<u>Ground Event Hire</u>	STN	STN	STN	STN

School Bookings remain the same in an attempt to encourage the business to grow - there were small signs of improvements last year and this needs to be sustained before increase can be levied

Leisure & Cultural Services**Allotment Charges**

Size	Water	Concession	Current 2014/15	Proposed charge from
Large (<254m ²)	With Water	None	74.00	76.00
	No Water		61.00	63.00
	With Water	Concession	44.50	46.00
	No Water		31.00	32.00
Medium (>177<254m ²)	With Water	None	53.50	55.00
	No Water		42.00	43.00
	With Water	Concession	32.00	33.00
	No Water		21.50	22.00
Small (>177m ²)	With Water	None	34.00	35.00
	No Water		24.50	25.00
	With Water	Concession	21.50	22.00
	No Water		12.50	13.00

Redditch Outdoor Events & Outdoor Fitness– Hire of Parks and Open Spaces

	Current 2014/15							Proposed 2015/16						
	Commercial Rates		Community Rates		Charities / Not For Profit Organisations		Fairs & Circuses Min of 3 day Hire	Commercial Rates		Community Rates		Charities / Not For Profit Organisations		Fairs & Circuses Min of 3 day Hire
	Per Hour	Per Day	Per Hour	Per Day	Per Hour	Per Day	Per Day	Per Hour	Per Day	Per Hour	Per Day	Per Hour	Per Day	Per Day
Outdoor Event Space														
Small Attendance = 0-99	£45.00	£225.50	£15.50	£77.50	£10.30	£51.50	£257.50	£46.50	£232.50	£16.00	£80.00	£10.50	£53.00	£265.00
Medium Attendance = 100-499	£58.00	£289.50	£20.50	£103.00	£12.90	£64.50	N/A	£60.00	£298.00	£21.00	£106.00	£13.50	£66.50	N/A
Large Attendance = 500-1999	£71.00	£354.00	£26.00	£154.50	£15.45	£77.50	N/A	£73.50	£364.50	£27.00	£159.00	£16.00	£80.00	N/A
£250 - £1500 Bond Payable							£250 - £1500 Bond Payable							
Outdoor Fitness Session - Commercial														
Summer Fee (Apr to Sept)	N/A	£360.50	N/A	£257.50	N/A	N/A	N/A	N/A	£371.50	N/A	£265.00	N/A	N/A	N/A
Winter Fee (Oct to Mar)	N/A	£154.50	N/A	£77.50	N/A	N/A	N/A	N/A	£159.00	N/A	£80.00	N/A	N/A	N/A
Annual Fee	N/A	£412.00	N/A	£309.00	N/A	N/A	N/A	N/A	£424.50	N/A	£318.50	N/A	N/A	N/A
Bandstand Hire T/Centre	N/A	Price on application	N/A	£25.00	N/A	£25.00	N/A	N/A	Price on application	N/A	£26.00	N/A	£26.00	N/A

Band Stand

Criteria and eligibility guidance notes attached in events toolkit

Additional Costs for Outdoor Event Space:

- Set up and Clearance charged @ 50% of applicable rate
- Any event in excess of 1999 attendees is STN

Additional Costs for Outdoor Fitness Space:

- Set up and Clearance charged @ 50% of applicable rate

CIVIC SUITE COMMERCIAL CHARGES

Room	Current charge 2014/15	Proposed charge from 2015
	£	£
Committee Room 1:		
4 hour minimum - daytime	48.50	50.00
8 hour minimum - daytime and/or evening	64.00	66.00
Committee Room 2/3:		
4 hour minimum - daytime	98.00	101.00
8 hour minimum - daytime and/or evening	139.00	143.00
Council Chamber:		
4 hour minimum - daytime	139.00	143.00
8 hour minimum - daytime and/or evening	227.00	234.00
Full Civic Suite: Monday to Saturday (including servery)		
4 hour minimum - daytime	227.00	234.00
8 hour minimum - daytime and/or evening	412.00	424.50
Full Civic Suite: Sunday - exceptional (including servery)		
4 hour minimum - daytime	242.00	266.00
8 hour minimum - daytime and/or evening	440.00	484.00
Equipment Hire		
OHP/Screen	20.50	21.00
TV/Video	20.50	21.00
Conferencing Sound System		
4 hour minimum - daytime	20.50	21.00
8 hour minimum - daytime and/or evening		
Flipchart stand		
4 hour minimum - daytime	6.70	7.00
8 hour minimum - daytime and/or evening	5.55	8.00
Other Fees		
Security	Market Rates	Market Rates
Retainer	210.00	220.50
<u>CIVIC SUITE - REFRESHMENT CHARGES</u>		
Teas and Coffees		
Internal - per cup	0.70	0.80
Commercial - per cup	0.90	1.00

Briefing Note: Community Centre F&C Restructuring

The new proposed pricing structure is to increase the number of new “community venture start ups” hiring the facilities and to ensure unreasonably large profits are not made from Council owned and operated facilities by private enterprises.

Level 1 – Voluntary Rate

The criteria have been redefined including registered charities or non for profit organisations who provide free access to the end user. Pre schools have been removed from this price band. A proposed 3% increase throughout all centres recommended.

Level 2 – Standard Rate

The standard rate has been split into three categories dependant on the level of business. This has been designed to encourage new community venture start ups into the centres providing an affordable entry point until they reach a point where the business is established and sustainable. There some existing bookings that provide a local service but enjoy large attendances making large profits out of a council facility without the pressures of having building maintenance and cleaning costs or business tax. At present the standard rate is the same for a group working with 5 participants as it is for a group working with close to 100.

Level 2A – Business Start Up Rate,

This is a new fee. This rate would include new business and existing sessions who cater for no more than 15 participants. The additional income made from new business would outweigh the proposed lower standard fee. An average number of participants will be kept to ensure that the correct rate is charged. Once they reach the 15 threshold, they then become liable for the Level 2B rate

Level 2B – Standard Rate.

The middle band caters for those groups who work with 15 – 30 participants. This rate is an increase on the standard rate of 6%.

Level 2c – Established Group Rate

This rate caters for groups who charge an entry fee to more than 30 participants preventing them making huge profits from community buildings. There is a 6% increase on the new Standard Rate.

Level 3 – Function Rate

This rate remains unchanged. This is a target area that has potential to grow. Keeping the rate the same will ensure we are able to increase the number of function bookings.

Level 4 – Pre School Rate.

This is a new fee. At present, pre-schools are charged the voluntary rate. This proposal recognises the customer value of the provision but addresses the current inequities pre-school bookings accessing a voluntary rate when they operate as a business.

Proposed Pricing Structure 2015/16 – Community Centres

Level 1 – Voluntary Rate: a registered charity OR Non-profitable organisation who provide free access to the service user.

Level 2A – Business Start Up Rate: A new business venture and/or an activity that attracts no more than an average of 15 participants where participants are charged to attend.

Level 2B – Standard Rate: An organisation or group that charges an attendance fee that attracts between 15 -30 participants.

Level 2C – Established Group Rate: An organisation or group that charges an attendance fee that attracts more than 30 participants.

Level 3 – Function Rate: A Closed or Private party booking.

Level 4 – Pre-School Rate: Rate for pre-school bookings.

Centre	Level 1	Level 2A	Level 2B	Level 2C	Level 3	Level 4
Batchley	£9.80	£23.00	£26.00	£27.50	£17.50	£10.00
Oakenshaw						
Small Hall	£9.80	£18.50	£20.70	£22.00	£15.50	£10.00
Main Hall	£12.40	£23.00	£26.00	£27.50	£17.50	£13.00
Windmill						
Small Hall	£9.80	£18.50	£20.70	£22.00	£15.50	£10.00
Main Hall	£12.40	£23.00	£26.00	£27.50	£17.50	£13.00
Winyates Barn	£9.80	£23.00	£26.00	£27.50	£17.50	£10.00
Winyates Green	£9.80	£23.00	£26.00	£27.50	£17.50	£10.00

REDDITCH BOROUGH COUNCIL**Community Services****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£
<u>Private Sector Housing</u>		
House Fitness Inspections	105.00	108.00
Registration of housing in multiple occupation:		
per occupant - first property	86.00	89.00
per occupant - subsequent property	75.00	77.00
Service and Administration of Improvement,	24.00	25.00
Prohibition, Hazard Awareness or Emergency Measures Notices under Housing Act 2004	per hour + 10% Admin Charge Per Notice	per hour + 10% Admin Charge Per Notice
Enforcement of Statutory Notices, Supervision of Work in Default etc	Actual + 10% admin charge	Actual + 10% admin charge

Lifeline

Installation Fee - New Charge (Private & HRA)	21.50	22.15
Alarms private user pre April 2004 x 52 weeks*	2.55	2.55
Community Alarm Hire Private/self funder x 52 weeks	3.50	3.60
Key safes types 1 and 2	10% increase on manufacturers price at the time of purchase	10% increase on manufacturers price at the time of purchase
Extra pendants - private tenants	10% increase on manufacturers price at the time of purchase	10% increase on manufacturers price at the time of purchase
Extra pendants - council tenants	10% increase on manufacturers price at the time of purchase	10% increase on manufacturers price at the time of purchase

*This is a lifetime set price and cannot be increased

Hire Products

Hire of smoke alarm per week	1.10	1.15
CO2 Detector per week	1.10	1.15
Bogus Caller Panic Button	1.10	1.15
Flood Detector	1.10	1.15
Falls Detector	1.10	1.15
Additional pendant	1.10	1.15

Dial a Ride Service

Minibus - single journey	2.30	2.30
Concessionary fare	1.70	1.70

REDDITCH BOROUGH COUNCIL**Environmental Services**
Scale of Proposed Charges 2015

	Current 2014/15	Proposed charge from 2015
	£	£

Bulky Household Waste**Proposed Charges**

It is proposed that the following charges are trialled for the next year whilst we continue to learn more about the customers' nominal value whilst continuing to improve operational charges would be the same across Bromsgrove and /Redditch

Bulky collection - single item*	7.50	7.75
Bulky collection - two items*	15.00	15.50
Bulky collection - three items* (reduced rate for 3 items)	20.00	20.50
or 10 Black Bags	20.00	20.50
Bulky collection - four items or more	Quotation	Quotation
Item inside house or garage	Quotation	Quotation
*Large item (all the items below to be quoted for independently depending on size, and weight and position of collection point).		
Garden Shed	Quotation	Quotation
- Piano	Quotation	Quotation
- Chest Freezer	Quotation	Quotation
- Large Cookers (Ranges)	Quotation	Quotation
- Green Houses	Quotation	Quotation
- Hazardous Oils (Special Collections) because of the distance to dispose of them correctly	Quotation	Quotation
- over 10 x Black Bags	Quotation	Quotation
- Wheels, Tyres and other car parts	Quotation	Quotation
Orange sacks each	1.80	1.85

MOT

Class 4 (car)	Set by VOSA
Class 7 (van)	Set by VOSA
Class 5 vl (minibus)	Set by VOSA

VOSA have yet to set a revised charge.

Council have agreed that the workshop can increase fee in line with VOSA charges (rounded down to the nearest whole £) as VOSA change them.

REDDITCH BOROUGH COUNCIL**Environmental Services**

	Current 2014/15	Proposed charge from 2015
	£	£

Supplies Service

On cost for cash sales	27%	27%
Logs per cubic metre per bag	17.50	18.00

Crematorium/Cemetery**Interment**

Full earth interment under 1 year (non resident only)	95.00	100.00
Full earth interment under 1 year (Redditch resident)	no charge	no charge

Interment 1 year to 16 years (non resident only)	135.00	145.00
Interment 1 year to 16 years (Redditch Resident)	no charge	no charge

Interment 17 years and over*

Single Depth	435.00	450.00
Double Depth	435.00	450.00

Interment of cremated remains *	170.00	185.00
Interment of cremated remains - non resident 16 or	70.00	70.00
Interment of cremated remains (Redditch Resident)	no charge	no charge

Charges for Burials

Exclusive Right of Burial for 75 years

In adult size grave*	1160.00	1200.00
In babies grave	230.00	240.00
In child's grave (4 x 2)	255.00	255.00
In ashes grave*	450.00	460.00
Adult size grave purchased in reserve*	0.00	0.00
Ashes Grave purchased in reserve*	0.00	0.00

*** No more reserve plots available at Abbey Cemetery. This is because of the need to use existing capacity for people arranging the funeral for someone that has died and therefore need it now.**

REDDITCH BOROUGH COUNCIL**Environmental Services**

	Current 2014/15	Proposed charge from 2015
	£	£

Extending Rights in existing grave for 25 years

In existing full earth grave	390.00	400.00
In child's grave	85.00	85.00
In ashes grave	150.00	155.00
Assignment of the exclusive right of a full earth reserved grave from resident to non -resident	2320.00	2400.00
Assignment of the exclusive right of a reserved cremated remains plot from resident to non resident	900.00	920.00
Assignment / Transfer of Exclusive Right	40.00	40.00
Scatter in grave (roll back turf)	80.00	80.00
Certified copy of entry in Register of Burials	20.00	20.00
Disinterment of Remains - Cremated Remains	220.00	230.00

Cemetery Memorials

Memorial application administration fee	90.00	90.00
Secure unstable memorial	70.00 - 120.00	75.00 - 125.00

The interment and exclusive right fee is trebled* in all cases where the deceased does not have a Redditch address, unless the grave was purchased by the deceased whilst living in Redditch.

Where there is a dispute Redditch Borough Council may require the family to provide proof of residence of the deceased.

REDDITCH BOROUGH COUNCIL**Environmental Services****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Cremation related fees

(VAT - outside scope unless shown)

Cremation under 16 years (resident only)	No fee	No fee
Cremation under 1 year (non resident only)	60.00	60.00
Cremation 1 year to 16 years (non resident only)	100.00	105.00
Cremation 17+ years 8.30 am & 9.00 am (30min)	400.00	410.00
Cremation 17+ years 9.30 AND 10.15 am (45min)	525.00	530.00
Cremation 17+ years 11 am onwards (45min)	525.00	540.00
Weekday scattering of ashes from other Crematoria	55.00	55.00
Weekend scattering of ashes from other Crematoria	70.00	70.00
Weekday witness scattering of ashes	45.00	45.00
Weekend witness scattering of ashes	60.00	60.00
Certified extract from Register of Cremations	20.00	20.00
Replacement certificate of cremation	10.00	10.00
Organist's fee	On application	On application
Extra Service Time in Chapel	150.00	155.00
Use of chapel for burial service of child 16 or under (not RBC Cemeteries)	215.00	215.00
Use of Chapel for burial service (RBC Cemeteries)	150.00	155.00
Use of Chapel for burial service (not RBC Cemetery) 8.30 and 9.00 am	525.00	410.00
Use of Chapel for burial service (not RBC Cemetery) 9.30 and 10.15 am	-	530.00
Use of Chapel for burial service (not RBC Cemetery) 11.00 am onwards	-	540.00
Use of chapel for burial service of child 16 or under (RBC Cemeteries)	70.00	72.00
Late arrival at Crematorium (only if service runs into next time slot)	150.00	155.00
Memorial service where cremation has taken place elsewhere.	250.00	250.00

REDDITCH BOROUGH COUNCIL**Environmental Services****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Caskets

Wooden cremated remains casket	80.00	85.00
Baby caskets - Size A	poa	poa
- Size B	poa	poa
- Size C	poa	poa

Wesley music additional options

CD of chapel service (tbc)	45.00	45.00
DVD of Chapel service (tbc)	55.00	55.00
Webcast of Chapel service (tbc)	65.00	65.00

Memorials

The following charges are VAT inclusive -

Book of Remembrance - Name + 1 line	80.00	80.00
Each additional line in the Book	30.00	30.00
Miniature Book of Remembrance - Name + 1 line	70.00	70.00
Remembrance Card - Name + 1 line	35.00	35.00
Additional lines in miniature and cards	25.00	25.00
Crests - Floral depiction	50.00	50.00
- Badge or other	60.00	60.00

Wall Plaques – Internal

Indoor single (12" x 3") - 5 year lease	160.00	160.00
Indoor single (12" x 3") - 10 year lease	260.00	260.00
Indoor single (12" x 3") - 20 year lease	360.00	360.00
Indoor double (12" x 6") - 5 year lease	260.00	260.00
Indoor double (12" x 6") - 10 year lease	360.00	360.00
Indoor double (12" x 6") - 20 year lease	460.00	460.00

REDDITCH BOROUGH COUNCIL**Environmental Services****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Outdoor Wall Plaques

5 year lease	180.00	180.00
10 year lease	280.00	280.00
20 year lease	380.00	380.00
Photo or motif	150.00	150.00

Bird Bath Memorial**5 year lease**

Size 1 - small	180.00	180.00
Size 2	200.00	200.00
Size 3	220.00	220.00
Size 4	240.00	240.00
Size 5 - large	260.00	260.00

10 year lease

Size 1 - small	280.00	280.00
Size 2	300.00	300.00
Size 3	320.00	320.00
Size 4	340.00	340.00
Size 5 - large	360.00	360.00

20 year lease

Size 1 - small	380.00	380.00
Size 2	400.00	400.00
Size 3	420.00	420.00
Size 4	440.00	440.00
Size 5 - large	460.00	460.00

Motif	100.00	100.00
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Additional inscription on plaque	80.00	80.00
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REDDITCH BOROUGH COUNCIL**Environmental Services****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Memorial Plaque extension fee

5 years ONLY	120.00	125.00
10 years	150.00	N/A
20 years	260.00	N/A

withdrawn option to extend for 10 and 20 years due to the lack of space and price people will pay

Purchase of memorial plaque (bronze)	120.00	120.00
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	Current 2014/15	Proposed charge from 2015
	£	£

**Parking Fines PCN's On Street
*Set by Statute***

Certain Contraventions	70.00	70.00
If paid within fourteen days	35.00	35.00
Other Contraventions	50.00	50.00
If paid within fourteen days	25.00	25.00

These charges will increase if the charge remains unpaid after the 28 days given on the NTO (Notice to Owner)

REDDITCH BOROUGH COUNCIL**Regulatory Services**

	Current 2014/15	Proposed charge from 2015
	£	£

Dog Warden

(VAT outside scope)

(fees agreed with contractor)

1.03

Vet Fees	Recharged at Cost	Recharged at Cost
Penalty* (statutory fee)	25.00	25.00
Kennelling Fee - £12 per day or part day	12.00	12.00
Levy for out of hours	30.00	30.00
Repeat offence levy	25.00	25.00
Admin charge	10.00	10.00

* No charge for a first offence to those on income related means tested benefits

Licences

(VAT outside scope)

Riding Establishments	161.00	170.00
Riding Establishment - Vet fees / Animal welfare visit if applicable charged at cost	Recharged at cost	Recharged at cost
Pet Shops - Initial	103.00	110.00
Pet Shops - Renewal	103.00	110.00
Pet Shops - Vet fees / Animal welfare visit if applicable charged at cost	Recharged at cost	Recharged at cost
Dog Breeding - Initial	103.00	110.00
Dog Breeding - Renewal	103.00	110.00
Dog Breeding - Vet fees/Animal welfare visit if applicable charged at cost	Recharged at cost	Recharged at cost
Animal Boarding - Initial	103.00	110.00
Animal Boarding - Renewal	103.00	110.00
Animal Boarding - Vet fees/Animal welfare visit if applicable charged at cost	Recharged at cost	Recharged at cost
Dangerous Wild Animals - Initial	168.00	175.00
Dangerous Wild Animals - Renewal	168.00	175.00
Dangerous Wild Animals - Vet fees/Animal welfare visit if applicable charged at cost	Recharged at cost	Recharged at cost

REDDITCH BOROUGH COUNCIL**Regulatory Services**

	Current 2014/15	Proposed charge from 2015
	£	£
Annual Street Trading Consent - Food - Initial - per annum	1,418.00	1,418.00
Annual Street Trading Consent - Food - Renewal - per annum	1,301.00	1,301.00
Annual Street Trading Consent - Non Food - Initial - per annum	1,183.00	1,183.00
Annual Street Trading Consent - Non Food - Renewal - per annum	1,064.00	1,064.00
Acupuncture, Tattooing, Ear Piercing and Electrolysis		
- Premises	122.00	125.00
- Practitioners	80.50	82.00
Control of Sex Establishments	979.00	979.00
Scrap Metal Dealers Act 2013		
- Site Licence (New)	290.00	290.00
Per Additional Site	150.00	150.00
- Collectors Licence (New)	145.00	145.00
- Site Licence (Renewal)	240.00	240.00
Per Additional Site	150.00	150.00
- Collectors Licence (Renewal)	95.00	95.00
- Variation of Licence	65.00	65.00
- Copy of Licence (if lost or stolen)	25.00	25.00

Other Environmental Health Fees

ISS Certs Condemned Food*	67.00	67.00
Food Hygiene Basic Course fee	62.00	62.00

REDDITCH BOROUGH COUNCIL**Regulatory Services**

	Current 2014/15	Proposed charge from 2015
	£	£

Hackney Carriages & Private Hire Vehicles

(VAT outside scope)

Hackney Carriage Vehicle Licence per annum (2005/06 charge excludes vehicle testing)	258.65	258.65
Hackney Carriage Driver's Licence - per annum	56.85	56.85
Private Hire Operator's Licence - per annum - (1 vehicle)	164.00	164.00
- per each additional vehicle	16.40	16.40
Private Hire Vehicle Licence per annum (2005/06 charge excludes vehicle testing)	258.65	258.65
Private Hire Driver Licence - per annum	56.85	56.85
Dual Hackney Carriage and Private Hire Driver's Licence - per annum	83.00	83.00
Knowledge test		20.00
Administration Charge - new applications	35.00	35.00
Transfer of plate - per transfer	47.00	47.00
Replacement Vehicle Plates	18.70	18.70
Replacement Driver's Badge (card)	11.00	11.00
Amendment to paper licence - eg change of address		10.50
DVLA Enquiry - Electronic	5.50	5.50
DVLA Enquiry - Paper	10.50	10.50
CRB Disclosure	50.00	50.00

Premises Licence

Theft, loss etc of premises license summary	10.50	10.50
Application for a provisional statement where premises being built etc.	315.00	315.00
Notification of change of name or address	10.50	10.50
Application to vary licence to specify individual as premises supervisor	23.00	23.00
Application for transfer of premises licence	23.00	23.00
Interim authority notice following death etc of license holder	23.00	23.00

REDDITCH BOROUGH COUNCIL**Regulatory Services**

	Current 2014/15	Proposed charge from 2015
	£	£

Club Premises Certificates

Theft, loss etc. of certificate or summary	10.50	10.50
Notification of change of name or alteration of rules of club	10.50	10.50
Change of relevant registered address of club	10.50	10.50
Theft, loss etc of temporary event notice	10.50	10.50
Theft, loss of personal notice	10.50	10.50
Duty to notify change of name or address	10.50	10.50
Right of freeholder etc to be notified of licensing matters	21.00	21.00

Additional fee for events or premises with 5000+ people ranging from £1,000 to £64,000 for 90,000 and over

Gambling Act Permit Fees

Licensed Premises Gaming Machine Permit

Occasion on which fee may be payable		
Grant	150.00	150.00
Existing operator grant	100.00	100.00
Variation	100.00	100.00
Transfer	25.00	25.00
Annual Fee	50.00	50.00
Change of name	25.00	25.00
Copy of Permit	15.00	15.00

Licensed Premises Automatic Notification Process

Occasion on which fee may be payable		
Grant	50.00	50.00

REDDITCH BOROUGH COUNCIL**Regulatory Services**

	Current 2014/15	Proposed charge from 2015
	£	£

Club Gaming Permits

Occasion on which fee may be payable		
Grant	200.00	200.00
Grant (Club Premises Certificate holder)	100.00	100.00
Existing operator grant	100.00	100.00
Variation	100.00	100.00
Renewal	200.00	200.00
Renewal (Club Premises Certificate holder)	100.00	100.00
Annual Fee	50.00	50.00
Copy of Permit	15.00	15.00

Club Machine Permits

Occasion on which fee may be payable		
Grant	200.00	200.00
Grant (Club Premises Certificate holder)	100.00	100.00
Existing operator grant	100.00	100.00
Variation	100.00	100.00
Renewal	200.00	200.00
Renewal (Club Premises Certificate holder)	100.00	100.00
Annual Fee	50.00	50.00
Copy of Permit	15.00	15.00

Family Entertainment Centre Gaming Machine Permit

Occasion on which fee may be payable		
Grant	300.00	300.00
Existing operator grant	100.00	100.00
Change of name	25.00	25.00
Renewal	300.00	300.00
Copy of Permit	15.00	15.00

REDDITCH BOROUGH COUNCIL**Regulatory Services**

	Current 2014/15	Proposed charge from 2015
	£	£

Prize Gaming Permits

Occasion on which fee may be payable		
Grant	300.00	300.00
Existing operator grant	100.00	100.00
Change of name	25.00	25.00
Renewal	300.00	300.00
Copy of Permit	15.00	15.00

Small Lottery Registration (set by legislation)

Occasion on which fee may be payable		
Grant	40.00	40.00
Annual fee	20.00	20.00

Premises Licence Fees**Adult Gaming Centre**

Occasion on which fee may be payable		
Grant	1,216.00	1,216.00
Annual Fee	626.00	626.00
Variation	626.00	626.00
Transfer	730.00	730.00
Application for Provisional Statement	1,216.00	1,216.00
Licence Application (Provisional Statement Holders)	730.00	730.00
Copy of Licence	36.00	36.00
Notification of Change	61.00	61.00
Application by Re-instatement	730.00	730.00

REDDITCH BOROUGH COUNCIL**Regulatory Services**

	Current 2014/15	Proposed charge from 2015
	£	£

Bingo Premises

Occasion on which fee may be payable		
Grant	2,128.00	2,128.00
Annual Fee	626.00	626.00
Variation	1,064.00	1,064.00
Transfer	730.00	730.00
Application for Provisional Statement	2,128.00	2,128.00
Licence Application (Provisional Statement Holders)	730.00	730.00
Copy of Licence	36.00	36.00
Notification of Change	61.00	61.00
Re-instatement Fee	730.00	730.00

Temporary Event Use Notice

Occasion on which fee may be payable		
Grant	304.00	304.00

Family Entertainment Centre

Occasion on which fee may be payable		
Grant	1,216.00	1,216.00
Annual Fee	578.00	578.00
Variation	626.00	626.00
Transfer	608.00	608.00
Application for Provisional Statement	1,216.00	1,216.00
Licence Application (Provisional Statement Holders)	608.00	608.00
Copy of Licence	30.50	30.50
Notification of Change	61.50	61.50
Application by Re-instatement	596.00	596.00

REDDITCH BOROUGH COUNCIL**Regulatory Services**

	Current 2014/15	Proposed charge from 2015
	£	£

Betting Premises (excluding tracks)

Occasion on which fee may be payable		
Grant	1,817.00	1,817.00
Annual Fee	364.00	364.00
Variation	908.00	908.00
Transfer	727.00	727.00
Application for Provisional Statement	1,817.00	1,817.00
Licence Application (Provisional Statement Holders)	727.00	727.00
Copy of Licence	30.50	30.50
Notification of Change	61.50	61.50
Application by Re-instatement	730.00	730.00

REDDITCH BOROUGH COUNCIL**Regulatory Services****Premises Licences & Club Premises**
Licensing Act 2003

The fees for applications for new licenses, or variations are set according to the rateable value of the premises to be licensed

Band	Rateable Value	Initial Fee	Annual Charge	Initial Fee	Annual Charge
A	0 - 4,300	100.00	70.00	100.00	70.00
B	4,301 - 33,000	190.00	180.00	190.00	180.00
C	33,001 - 87,000	315.00	295.00	315.00	295.00
D	87,001 - 125,000	450.00	320.00	450.00	320.00
E	125,001 & over	635.00	350.00	635.00	350.00

For premises whose business is mainly alcohol-related (not Registered Clubs) fees for Premises in Band D and E are as follows

Band	Rateable Value	Initial Fee	Annual Charge	Initial Fee	Annual Charge
D(x2)	87,001 - 125,000	900.00	640.00	900.00	640.00
E(x2)	125,001 & over	1,905.00	1,050.00	1,905.00	1,050.00

Personal Licence	£37.00 for 10 years	37.00
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Temporary Event Notice	£21.00 per notice	21.00
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REDDITCH BOROUGH COUNCIL**Corporate****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Corporate Charges**Photocopying per copy**

A4 (black & white)	0.25	0.25
A4 (colour)	0.40	0.40
A3 (black & white)	0.35	0.35
A4 binding	1.75	1.80
A4 plastic cover	1.25	1.30
A3 (colour)	0.70	0.70
A2 (black and white)	0.60	0.60
A2 (colour)	Variable rate	Variable rate
A1 (black and white)	1.05	1.10
A1 (colour)	Variable rate	Variable rate
A0 (black and white)	1.85	1.90
A0 (colour)	Variable rate	Variable rate

Other Corporate Charges

Copy P60	5.40	5.50
Replacement ID badge	5.40	5.50
Attachment of Earnings per deduction	1.05	1.10

REDDITCH BOROUGH COUNCIL**Customer Access & Financial Support****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Revenues**Court Costs****Council Tax**

Summons	48.50	50.00
Liability Order	26.00	27.00
Magistrates Court Fee	3.00	3.00

NNDR

Summons	48.50	50.00
Liability Order	26.00	27.00
Magistrates Court Fee	3.00	3.00

Property Services

(all exclusive of VAT)

Minor Land Sales Request for Information	43.50	45.00
Minor Land Sales Full Application	324.00	330.00
Advertising - Estimated Fee	541.00	560.00
Surveyors Fees - Estimated Fee	433.00	450.00

REDDITCH BOROUGH COUNCIL**Legal, Equalities and Democratic Services****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Legal Costs

Mortgage Redemption Fee	58.50	60.50
Second Mortgage questionnaire	40.50	41.50
Surrender of Garage Lease	67.00	69.00
Discount questionnaire	30.50	31.50
Leasehold Questionnaire	54.00	55.50
Notice of Postponement during Right to Buy	22.50	23.00
Notice of Postponement post Right to Buy	30.50	31.50
Re-mortgage	52.50	54.00
Consent for alterations to former Council house/flat	136.00	140.00
Retrospective Consent for alterations to former Council house/flat	170.00	175.00
Garden licence - initial administration fee (plus annual fee)	70.00	72.00
Deed of Grant/Easement	331.00	341.00
* Licence to Assign	331.00	341.00
* Rent Deposit Deed	331.00	341.00
* Authorised Guarantee Agreement	331.00	341.00
* Licence for Alterations	331.00	341.00
* Licence to Sub-let	331.00	341.00
* Deed of Variation	331.00	341.00
* Grant of Lease	433.00	446.00
* Deed of Surrender	331.00	341.00
* Please note that each document shall be charged for separately, except where one transaction involves more than two documents, in which case fees will be capped at £750.00		
Tenancy at Will	331.00	341.00
Renewal of Lease	331.00	341.00
Minor land sales - legal fees	433.00	446.00
Major land sales - legal fees	0.5% of the purchase price, with a minimum charge of £500.00	

REDDITCH BOROUGH COUNCIL**Legal, Equalities and Democratic Services****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Diversion of Footpath under Section 257 of the Town & Country Planning Act	1823.10	1880.00
Freehold reversions - admin fee	331.00	341.00
Copy of lease (up to 25 pages)	Standard photocopying charge for no & size of pages	
Copies of RTB service charges (up to last three years)		
Extra copies of valuation - S.125 Notice		

Section 106

Private Owner	454.00	467.50
Each additional unit added (up to a maximum of £1,500) *	57.00	58.50
100% Affordable housing schemes	852.00	877.50
Deed of Variation		333.50
Fee for agreeing a unilateral undertaking	324.00	333.50

** Please note that for complex 106 agreements charges may be calculated based at the Law Society regional rates for legal work to reflect the time taken to complete the negotiations and drafting. Fees calculated under this provision may exceed £1,500*

VAT payable on all fees and charges

REDDITCH BOROUGH COUNCIL**Legal, Equalities and Democratic Services****Scale of Proposed Charges 2015****LOCAL LAND CHARGES**

Search Type	Fee	Fee
Official Certificate of Search (LLC1) only	25.00	26.00
CON29R Enquiries of Local Authority (2007)		
- Residential	83.00	85.00
- Commercial	122.00	126.00
Standard Search Fee: LLC1 and CON 29R combined		
- Residential	108.00	111.00
- Commercial	147.00	152.00
CON 290 Optional enquiries of Local Authority (2007)		
(Questions 4,5,6,8,9,11,15) per question	11.50	12.00
(Questions 7,10,12,13,14,16-21) per question	6.00	6.00
(Question 22)	23.00	24.00
Extra written enquiries (Refer to Worcestershire County Council for Highways enquiries)	45.50	47.00
Each additional parcel of land (LLC1 and CON29R)	21.00	22.00
Refresher Search	37.00	38.00
Expedited (within 48 hrs)	N/A	30.00

REDDITCH BOROUGH COUNCIL**Housing Services****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

(VAT outside scope unless otherwise stated)

Dispersed Units

Water charge - per week	4.55	4.70
Service Charge - per day		
Minimum Charge	12.10	12.50
Maximum Charge	13.20	13.50

Service Charges

Three Storey Flats*	6.40	6.60
Woodrow Estate	3.40	3.50
Evesham Mews	5.60	5.75
St David's House	22.00	25.00
Queen's Cottages	22.00	25.00
Replacement Key Fobs (each)	10.00	10.50

Sheltered Scheme (VAT inclusive)

Use of washing machines	2.20	2.30
Use of drying machines	1.80	1.90
Use of guest bedrooms per night	13.50	14.00
Use of communal lounge	10.00	10.50

St David's House

Heating charge	7.00	8.00
Water charge	3.10	4.00
Laundry Charge	5.50	6.00

Mendip House

Gas boiler and cooker F1/B3	8.45	8.70
Gas boiler and cooker F1/1(B)	10.00	10.50

REDDITCH BOROUGH COUNCIL**Housing Services****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Bredon House

Gas boiler and cooker F1/1(A)	7.75	8.00
Gas boiler and cooker F1/1(B)	7.75	8.00
Gas boiler and cooker F3/BS	7.75	8.00
Gas boiler and cooker F1/2P	8.65	8.90

Malvern House

Gas boiler and cooker F1/BS	7.85	8.10
Gas boiler and cooker F1/1	8.25	8.50
Gas boiler and cooker F1/2	8.75	9.00

Mendip House

Gas boiler & electric cooker F1/B3	7.20	7.40
Gas boiler & electric cooker F1/1	8.85	9.10

Bredon House

Gas boiler & electric cooker F1/1(A)	5.45	5.60
Gas boiler & electric cooker F1/1(B)	5.55	5.70
Gas boiler & electric cooker F3/BS	5.55	5.70
Gas boiler & electric cooker F1/2P	6.30	6.50

Malvern House

Gas boiler & electric cooker F1/BS	5.65	5.80
Gas boiler & electric c ooker F1/1	5.75	5.90
Gas boiler & electric cooker F1/2	6.50	6.70

Garage Rents

Garages	7.70	7.95
Car Ports	2.90	3.00
Non Council Tenants plus VAT	9.25	9.55

REDDITCH BOROUGH COUNCIL**Housing Services****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 06.04.2015
	£	£

Rechargeable Repairs

Boarding up a domestic property:		
Minimum charge	21.00	21.50
Maximum charge	Full cost	Full cost
Glazing:		
Minimum charge	43.50	45.00
Maximum charge	Full cost	Full cost
Lock replacement:		
Minimum charge	24.50	25.00
Maximum charge	Full cost	Full cost
Larger repairs (eg door, w/c replacement):		
Minimum charge	One third	One third
Maximum charge	Full cost	Full cost
Out of Hours call out	33.00	34.00

St Davids House Luncheon Club

Residents	3.60	4.00
Non Residents (Over 60) (inc VAT)	4.60	5.00
All Others (inc VAT)	5.85	6.10
Drinks	0.50	0.60

Home Support Service

Weekly well being telephone call	3.70	3.80
Weekly well being home visit	6.00	7.25
Weekly Individual Support visiting service	14.20	14.50

Tenants' Support - St David's House/Queen's Cottages

Full Charge	33.00	36.00
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Landlords References

Landlords References	50.50	52.00
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REDDITCH BOROUGH COUNCIL**Planning and Regeneration****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Charges include VAT unless stated

DEVELOPMENT PLAN DOCUMENTS**Previous Local Plans**

Borough of Redditch Local Plan No.1: Written statement and proposals map	9.90	10.20
Borough of Redditch Local Plan No.2: Written statement and proposals map	25.50	26.30
Inspectors Report (1993 & 1995)	5.85	6.00

Local Development Framework Documents (LDF)

Borough of Redditch Local Plan No.3: Written statement and proposals map	62.50	64.40
Inspectors Report	31.00	31.90
Local Development Scheme (LDS)	18.50	19.10
Statement of Community Involvement (SCI)	18.50	19.10
Scoping Report for Development Plan Documents	18.50	19.10

Monitoring Documents

Housing Commitments in Redditch Borough since 1 April 1996	30.50	31.40
Housing Completions on Large and Small Sites in Redditch Borough since 1 April 1996	30.50	31.40
Replacement Dwellings Monitoring since 1 April 1996	30.50	31.40
Annual Commitments & Completions on Small Windfall Sites since 1 April 1996	30.50	31.40
Provision of Affordable Housing since 1 April 1996	30.50	31.40
Employment Land Supply in Redditch Borough since 1 April 1996	30.50	31.40
Annual Monitoring Report	30.50	31.40

REDDITCH BOROUGH COUNCIL**Planning and Regeneration****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

Other Documents

Feckenham Housing Needs Assessment	6.20	Actual Cost
Redditch Housing Needs Assessment	12.50	Actual Cost
Residential Urban Capacity Study	43.00	Actual Cost
Open Space Needs Assessment	43.00	Actual Cost
Schedule of Buildings of Local Interest	30.50	Actual Cost
North West Redditch Master Plan Documents		
- Report	18.50	Actual Cost
- Transport Report Appendix	12.50	Actual Cost
- Landscape Appendix	1.50	Actual Cost

Supplementary Planning Documents/ Guidance

Affordable Housing Provision (2000)	18.50	Actual Cost
Encouraging Good Design	18.50	Actual Cost
General Mobility Housing - Design Standards	5.85	Actual Cost
General Mobility Housing - Needs Assessment	3.10	Actual Cost
Employment Land Monitoring (SPG)	18.50	Actual Cost
All new Supplementary Planning Documents (SPD's)	18.50	Actual Cost

Development Management Charges

High Hedge Complaints	217.00	224.00
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**Residential Development/Development site
Area/Proposed Gross Floor Area**

1-4 dwellings/0.5ha	281.00	289.00
- Additional meeting (after first three)	112.00	115.00
5-9 dwellings/0.6 - 0.99ha	564.00	581.00
- Additional meeting (after first three)	112.00	115.00
10-49 dwellings/1.0 - 1.25ha	1126.00	1160.00
- Additional meeting (after first three)	563.00	580.00
50-199 dwellings/1.26 - 2.0ha	2252.00	2320.00
- Additional meeting (after first three)	833.00	858.00
200+ dwellings/more than 2ha	3378.00	3479.00
- Additional meeting (after first three)	1126.00	1160.00

REDDITCH BOROUGH COUNCIL**Planning and Regeneration****Scale of Proposed Charges 12015**

	Current 2014/15	Proposed charge from 2015
	£	£

Business Centres

Fax - Outgoing		
UK	0.85	0.90
Europe & Eire	1.55	1.60
North America	1.75	1.80
Other	2.65	2.75
Fax - Incoming	0.60	0.60
Secretarial		
- minimum charge	9.80	10.10
- charge per hour	12.00	12.35
Postal Address Facility - per month	43.00	44.30
Telephone Divert:		
Normal - per quarter	110.00	113.30
Gold - per quarter	208.00	214.25
Photocopying:		
A4 single side	0.10	0.10
A4 double side	0.15	0.15
A3 single side	0.25	0.25
A3 double side	0.30	0.30
Photocopying:		
A4 single side - non tenants	0.20	0.20
Conference Room (per hour):		
Rubicon Tenants	9.80	10.10
Rubicon Non Tenants	19.50	20.10
Greenlands Tenants	11.00	11.35
Greenlands Non Tenants	22.00	22.65

REDDITCH BOROUGH COUNCIL**Planning and Regeneration****Scale of Proposed Charges 2015**

	Current 2014/15	Proposed charge from 2015
	£	£

OUTDOOR MARKET RENTS (VAT exempt)

Stall or flower pitch - no electricity		
Licensed Traders:		
Monday	14.50	15.00
Tuesday	16.00	16.50
Thursday & Friday	16.00	16.50
Saturday	25.00	26.00
Casual Traders:		
Monday	18.50	19.00
Tuesday	20.50	21.00
Thursday & Friday	21.00	21.50
Saturday	32.50	33.50
Van Pitch or food trailer - with electric		
Licensed Traders:		
Monday	28.00	29.00
Tuesday	30.50	31.50
Thursday & Friday	32.00	33.00
Saturday	38.50	39.50
Casual Traders:		
Monday	36.50	37.50
Tuesday	40.00	41.00
Thursday & Friday	41.50	42.50
Saturday	50.50	52.00

Seasonal discounts for all licensed stall holders/licensed van pitches will be applied at the rate of 15% in January, February and March to all the above rents

Planning and Regeneration

Scale of Proposed Charges 2015

BUILDING CONTROL - APRIL 2015 - VAT AT 20%**Explanatory notes:**

1 Before you build, extend or convert a building to which the building regulations apply, you or your agent must submit a Building Regulations application.

The charge you have to pay depends on the type of work, the number of separate properties, or the total floor area.

You can use the following tables with the current charges regulations to work out the charges. If you have any difficulties, please do not hesitate to call us.

2 The charges are as follows.

Category A: New domestic homes, flats or conversions etc

Category B: Extending or altering existing homes

Category C: Any other project including commercial or industrial projects etc.

Individually determined fees are available for most projects. We would be happy to discuss these with you if you require.

In certain cases, we may agree that you can pay charges in instalments. Please contact us for further discussions.

3 Exemptions and reductions in charges.

a) If your plans have been approved or rejected, you won't have to pay again if you resubmit plans for the same work which has not started, provided you resubmit with 3 years of the original application date.

b) You don't have to pay charges if the work will **provide access** to a building or is an **extension to store medical equipment** or **provide medical treatment** facilities for a disabled person. In order to claim exemption, an application must be supported by appropriate evidence as to the nature of the disabled persons disability. In these regulations, a 'disabled person' is a person who is described under section 29(1) of the National Assistance Act 1948 (as extended by section 8(2) Mental Health Act 1959).

4 You have to pay VAT for all local authority Building Regulation charges, except for the regularisation charge. **VAT is included in the attached fees.**

5. Regularisation applications are available for cases where unauthorised building work was undertaken without an application. Such work can only be regularised where the work was undertaken after October 1985 and not within the last 6 months. The Authority is not obliged to accept Regularisation applications. Regularisation application fees are individually determined. **Please contact us to discuss regularisation application fees.**

6. Reversion applications. Where the control of a building project passes from a third party to the Council a reversion application will be required. Reversion application fees are individually determined.

Other information:

1 These notes are for guidance only and do not replace Statutory Instrument 2010 number 0404 which contains the full statement of the law, and the Scheme of Recovery of Fees dated April 2014.

2 These guidance notes refer to the charges that you have to pay for building control services within North Worcestershire.

Telephone payments are accepted. Please contact the relevant payment centre with your address and card details:

Bromsgrove 01527 881402

Redditch 01527 64252

TABLE A: STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING

Number of Properties	Application charge from 2015 £	Regularisation charge from 2015 £	Regularisation charge from 2015 £
1	Please ring for quote	Please ring for quote	Please ring for quote
2	Please ring for quote	Please ring for quote	Please ring for quote
3 or more	Please ring for quote	Please ring for quote	Please ring for quote

TABLE B: DOMESTIC EXTENSIONS TO A SINGLE BUILDING

	Application Charge		Regularisation Charge		Additional Charge	
	Agreed charge 1st April 2014 (incl VAT) £	Proposed charge from 2015 (incl VAT) £	Agreed charge 1st April 2014 (No VAT payable) £	Proposed charge from 2015 (No VAT Payable) £	Agreed charge 1st April 2014 (incl VAT) £	Proposed charge from 2015 (incl VAT) £
Garage Conversion to habitable room	300.00	310.00	Please contact us	Please contact us	120.00	230.00
Extension project up to 10sq.m floor area	415.00	Please contact us	Please contact us	Please contact us	120.00	230.00
All other extensions	Please contact us	Please contact us	Please contact us	Please contact us	within provided quote	within provided quote
Loft Conversions	Please contact us	Please contact us	Please contact us	Please contact us	within provided quote	within provided quote
Detached garage over 30sq.m floor area	Please contact us	Please contact us	Please contact us	Please contact us	within provided quote	within provided quote
Electrical works by non-qualified electrician	295.00	305.00	Please contact us	Please contact us	N/A	N/A
Renovation of thermal element	165.00	170.00	Please contact us	Please contact us	N/A	N/A
Installing steel beam(s) within an existing house	165.00	145.00	Please contact us	Please contact us	N/A	N/A
Window replacment	165.00	170.00	Please contact us	Please contact us	N/A	N/A
installing a new boiler or wood burner etc.	230.00	240.00	Please contact us	Please contact us	N/A	N/A

TABLE C: ALL OTHER WORKS - ALTERATIONS

Estimated cost of work	Application Charge		Regularisation Charge	
	Agreed charge 1st April 2014 (incl VAT) £	Proposed charge from 2015 £	Agreed charge 1st April 2014 (No VAT payable) £	Proposed charge from 2015 £
£0 to £5,000	please contact us	please contact us	please contact us	please contact us
£5,001 to £15,000	please contact us	please contact us	please contact us	please contact us
£15,000 and above	please contact us	please contact us	please contact us	please contact us

For Office or shop fit outs, installation of a mezzanine floor and all other work where the estimated cost exceeds £50,000, please contact the Building Control Office on 01527 881402 for a competitive quote

These charges have been set on the following basis:

- That the building work does not consist of, or include innovative or high risk construction techniques and / or duration of the building work from commencement to completion does not exceed 12 months
- That the design and building work is undertaken by a person or company that is competent to carry out the relevant design and building work. If they are not, the building control service may impose supplementary charges.

If you are selling a property that has been extended or altered, you need to provide evidence to prospective purchasers that any relevant building work has been inspected and approved by a Building Control Body. That evidence is in the form of a Building Regulations Completion / Final Certificate and / or an Approval or Initial Notice (called the 'authorised documents' in the Home Information Pack Regulations).

Legal entitlement to a Completion Certificate is subject to conditions. In cases where the Council is not told that building work is completed, or the building is occupied without addressing outstanding Building Regulation matters, a certificate is not issued. Despite the best efforts of the Council's Building Control Surveyors, many home owners who undertake building works fail to obtain a Completion Certificate and their application is archived. A fee is payable to re-open archived building regulations applications for the purposes of issuing a completion certificate.

Other charges are payable where we are asked to withdraw a Building Regulations application and refund fees, or asked to re-direct inspection fee invoices. Fees are payable in cleared funds before the release of any authorised documents or other actions listed below.

DESCRIPTION	Agreed charge 1st April 2014	Proposed charge from 2015
ARCHIVED APPLICATIONS		
Process request to re-open archived building control file, resolve case and issue completion certificate	£40 administration fee	£49 administration fee
Each visit to site in connection with resolving archived building control cases	£62 per site visit	£64 per site visit
WITHDRAWN APPLICATIONS		
Process request With additional fees of.....	£40 administration fee	£49 administration fee
Withdraw Building Notice application where no inspections have taken place	refund submitted fee less admin fee	refund submitted fee less admin fee
Withdraw Building Notice application where inspections have taken place	refund submitted fee less admin fee, less £62 per site visit made	refund submitted fee less admin fee, less £64 per site visit made
Withdrawn Full Plans application without plans being checked or any site inspections being made	refund submitted fee less admin fee	refund submitted fee less admin fee
Withdraw Full Plans application after plan check but before any inspections on site	refund inspection fee (where paid up-front) less admin fee	refund inspection fee (where paid up-front) less admin fee
Withdraw Full Plans application after plan check and after site inspections made	refund any paid inspection fee less admin fee, less £62 per site inspection made	refund any paid inspection fee less admin fee, less £64 per site inspection made
RE-DIRECT INSPECTION FEES / ISSUE COPY DOCUMENTS		
Process request to re-invoice inspection fee to new addressee	£40 administration fee	£49 administration fee
Optional Consultancy Services	£72.00 per hour	Please contact us

Charges note

Under the Building (Local Authority Charges) Regulations 2010 local authority building control is not permitted to make a profit or loss. The service is to ensure full cost recovery and no more. Any surplus or loss made against expenditure budgets is to be offset against the following years fees and charges setting. This draft set of fees and charges reflects the surplus income projected to have arisen by the end of 13/14 across the shared service. In addition, the level of competition from the private sector needs to continually defended against therefore it is proposed to curtail both the extent of fee categories published and to make extensive use of the fact that legislation now allows local authorities to offer site specific quotations for building regulations applications. In addition expenditure of the service has reduced since the creation of a shared service resulting in a reduction in the hourly rate charged by the service.