

additional papers 1



Overview and Scrutiny Committee

Thu 7 Dec
2017
7.00 pm

Committee Room Two
Town Hall
Redditch

REDDITCH BOROUGH COUNCIL

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a
difference*

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**If you have any queries on this Agenda please contact
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Overview and Scrutiny

COMMITTEE

Thursday, 7th December, 2017

7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

Cllrs:

Jane Potter (Chair)
Gay Hopkins (Vice-Chair)
Matthew Dormer
Andrew Fry
Pattie Hill

Gareth Prosser
Paul Swansborough
Jennifer Wheeler
Nina Wood-Ford

- 5. Medium Term Financial Plan 2018/19 to 2021/22 - Update for Pre-Scrutiny**
(Financial Services Manager) (Pages 1 - 4)
- 6. Fees and Charges 2018/19 - Pre-Scrutiny** (Financial Services Manager) (Pages 5 - 42)
- 7. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme - Selecting Items for Scrutiny** (Pages 43 - 48)

The latest edition of the Executive Committee Leader's Work Programme was published on 1st December 2017 after the main agenda pack for this meeting was published. A copy of the work programme is therefore being circulated in an additional papers pack.

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REDDITCH BOROUGH COUNCIL**OVERVIEW AND SCRUTINY
COMMITTEE**7th December 2017**MEDIUM TERM FINANCIAL PLAN 2018/19 - 2021/22 – UPDATE REPORT**

| | |
|----------------------------|----------------------------------|
| Relevant Portfolio Holder | Cllr John Fisher |
| Portfolio Holder Consulted | Yes |
| Relevant Head of Service | Jayne Pickering (Exec Director) |
| Wards Affected | All |
| Ward Councillor Consulted | None specific |

1. SUMMARY OF PROPOSALS

- 1.1 To receive an update on the progress against the budget timetable and key issues from the Autumn Budget relevant to local authorities.

2. RECOMMENDATIONS

The Committee is asked to

NOTE the progress against the budget timetable and the key issues from the Autumn Budget.

3. KEY ISSUES

- 3.1 The overarching timetable for the Medium Term Financial Plan (MTFP) 2018/19 to 2021/22 and budget setting for 2018/19 is provided below:-

| | Executive | Council |
|---|-----------|----------|
| Budget Assumptions providing the parameters for inflation, fees and charges and Council tax setting | 31/10/17 | 20/11/17 |
| Fees and Charges | 12/12/17 | 29/01/18 |
| Council Tax Base | 16/01/18 | n/a |
| Housing Revenue Account budget 2018/19 to 2021/22 and rent setting 2018/19 | 16/01/18 | 29/01/18 |
| Capital Programme 2018/19 to 2021/22 | 16/01/18 | 29/01/18 |
| Pay Policy including Gender Pay Gap | 06/02/18 | 19/02/18 |
| Treasury Management Strategy | 06/02/18 | 19/02/18 |
| Medium Term Financial Plan 2018/19 to 2021/22, Budget 2018/19 and Council Tax setting 2018/19 | 06/02/18 | 19/02/18 |

Financial Implications

- 3.2 The Council is legally obliged to set a balanced budget. The budget setting process is complex and must be undertaken in a planned way.

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The Council has agreed assumptions to be used in the preparation of the budget in advance which is good practice and will consistently applied by all services. A number of recommendations from the Councils External Auditors, Grant Thornton, are addressed by ensuring robust assumptions and a transparent planned approach is undertaken when agreeing the budget. It is proposed that a 4 year financial model is prepared for the MTFP.

- 3.3 The 2018/19 budget as presented within the current 4 year Medium Term Financial resulted in a balanced budget with £1.111 of savings identified to be delivered. This budget was also dependent on £87k transfer from balances and relied on the delivery of the savings planned for 2017/18 together with £440k from the alternative model of delivery for leisure services. The required budget savings are challenging and therefore the Corporate Management Team are working through the savings from previous years and identifying other areas where additional income can be generated or further efficiencies can be made to ensure that a balanced budget is presented to members in February.
- 3.4 Once the final settlement on funding is advised by the Government in late December the revised position will be presented to members in January 2018.
- 3.5 The MTFP and budget will be shared with Budget Scrutiny Committee (9th January 2018) and Overview and Scrutiny Committee (11th January 2018).
- 3.6 The Financial Monitoring and Efficiency Plan update for quarter 2 identifies that the Council has a projected shortfall on budget of over £400k, mainly as a result of a reduction in income from capital and business rate growth. Officers are continuing to address how this shortfall can be mitigated in the last quarter of the financial year.

Autumn Budget

- 3.7 The Autumn Budget was announced on 22nd November 2017. The following key issues were in the Budget relevant to the local authorities:-
- The downgrade in growth forecasts may mean further future reductions in funding or increases in the tariff (negative Revenue Support Grant) payment for future years
 - Removal of the Housing Revenue Borrowing Cap – this is to encourage Councils to further invest in housing developments and a review will be undertaken to identify if additional funding is required as

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the Council currently holds the capital reserves to fund the approved growth programme

- The Living Wage increases have already been factored into the budget for the next 4 years at 2% increase per annum

3.8 The Council signed a four year settlement and 2018/19 will be the third year of the is agreement. There is no impact on this agreement from the Autumn Budget

3.9 **Capital**

Heads of Service will undertake a full review of the capital programme is currently being undertaken. This review will provide a four year capital programme for 2018/19-2021/22 this will take into consideration the estimated reduction in capital resources and the limited revenue available to fund capital borrowing in these years future years. Following this review a report to Executive in January 2018 will recommend the 4 year programme.

Legal Implications

- 3.10 The Council is under a duty to calculate the budget in accordance with Section 32 of the Local Government Finance Act 1992 and must make three calculations namely:
- An estimate of the Council's gross revenue expenditure; an estimate of anticipated income and a calculation of the difference between the two. The amount of the budget requirement must be sufficient to meet the Council's budget commitments and ensure a balanced budget. The amount of the budget requirement must leave the Council with adequate financial reserves. The level of budget requirement must not be unreasonable having regard to the Council's fiduciary duty to its Council Tax payers and non-domestic rate payers.

Service / Operational Implications

- 3.11 Budget Holders will prepare budgets to enable services to be delivered to meet the Councils Strategic Purposes. It is expected that officers will work across the organisation to establish financial projections that best meet the wider community needs and identify any savings or additional income to fund any budget shortfalls.

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Customer / Equalities and Diversity Implications

- 3.12 Clarity on budget assumptions will ensure services are delivered to meet customer needs and expectations

4. RISK MANAGEMENT

- 4.1 The risks associated with the budget process and calculations mainly relate to the uncertainties around external funding and the resulting pressures on the budget. To mitigate this risk officers will work on a number of scenarios to ensure all options can be reported to members in a timely fashion.

AUTHOR OF REPORT

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REDDITCH BOROUGH COUNCIL**Overview and Scrutiny
Committee**7th December 2017**FEES AND CHARGES**

| | |
|----------------------------|---|
| Relevant Portfolio Holder | Councillor John Fisher |
| Portfolio Holder Consulted | Yes |
| Relevant Head of Service | Jayne Pickering , Director of Finance and Resources |
| Wards Affected | All |
| Ward Councillor Consulted | No |
| Non-Key Decision | |

1. SUMMARY OF PROPOSALS

- 1.1 To set out the fees and charges to be levied on services provided by the Council as used as the basis for income targets in the Medium Term Financial Plan 2018/19 – 2021/22.

2. RECOMMENDATIONS

- 2.1 The committee is asked to consider the fees and charges as included at Appendix 1 and to **RECOMMEND** that;
- 2.1.1 all fees and charges that are included in Appendix 1 which have a proposed increase for 2018/19 over the currently agreed budget assumption of 3.9% be approved;
- 2.1.2 the fees and charges as presented in Appendix 1 that have no increase for 2018/19 be approved; and
- 2.1.3 the fees and charges as presented in Appendix 1 that have reduced for 2018/19 be approved.

3. KEY ISSUES**Financial Implications**

- 3.1 The Medium Term Financial Plan has been prepared on the basis that additional income will be generated from fees and charges. The guideline increase provided to Heads of Service was 3.9% in line with RPI. However managers have been asked to look at their fees and charges to review demand and cost.
- 3.2 It is proposed that the revised fees and charges will be advertised to the public within approved deadlines with a start date of 1st January

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2018, where an invoice has not already been raised covering the last quarter of the financial year, or as soon as practicable thereafter, dependant upon the notice period required prior to implementation.

- 3.3 There are a number of increases that are in excess of the 3.9% approval which are identified in Appendix 1. The Heads of Service have commented within the Appendix as to the reasons for the increase.

Legal Implications

- 3.4 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.

Service / Operational Implications

- 3.5 Monitoring will be undertaken to ensure that income targets are achieved.

Customer / Equalities and Diversity Implications

- 3.6 The implementation of the revised fees and charges will be notified in advance to the customer to ensure that all users are aware of the new charges and any concessions available to them.

4. RISK MANAGEMENT

- 4.1 There is a risk that if fees and charges are not increased that income targets will not be achieved and the cost of services will increase.

5. APPENDICES

Appendix 1 – Fees and Charges

6. BACKGROUND PAPERS

None.

7. KEY

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None

AUTHOR OF REPORT

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REDDITCH BOROUGH COUNCIL

Business Transformation

Rounded to the nearest 10p.

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|--|
| <u>New Properties</u> | | | | | |
| Renaming an existing street (additional £61 for each premise) | 251.30 | 7.04% | 17.70 | 269.00 | Assessed the benchmark and identified that a more commercial approach would be to increase by the proposed 7%. |
| Renaming (where the premise is not also numbered) or re-numbering a premise (additional £24 for each additional adjoining premise) | 124.60 | 6.74% | 8.40 | 133.00 | Assessed the benchmark and identified that a more commercial approach would be to increase by the proposed 7%. |
| *Adding a name of renaming a premise (where the premise is also numbered) | 24.70 | 5.26% | 1.30 | 26.00 | Assessed the benchmark and identified that a more commercial approach would be to increase by the proposed 7%. |
| Additional charge where this includes naming of a building (e.g. block of flats) | 62.80 | 6.69% | 4.20 | 67.00 | Assessed the benchmark and identified that a more commercial approach would be to increase by the proposed 7%. |
| Naming a new street (additional £61 for each premise) | 251.30 | 7.04% | 17.70 | 269.00 | Assessed the benchmark and identified that a more commercial approach would be to increase by the proposed 7%. |
| Naming and numbering new premises (£24 for each additional adjoining premise) | 124.60 | 6.74% | 8.40 | 133.00 | Assessed the benchmark and identified that a more commercial approach would be to increase by the proposed 7%. |
| Confirmation of address to solicitors/conveyancers/occupiers or owners | 24.70 | 5.26% | 1.30 | 26.00 | Assessed the benchmark and identified that a more commercial approach would be to increase by the proposed 7%. |
| Additional charge where this includes naming of a building (e.g. block of flats) | 62.80 | 6.69% | 4.20 | 67.00 | Assessed the benchmark and identified that a more commercial approach would be to increase by the proposed 7%. |

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Customer Access & Financial Support

Roundings to the nearest 10p.

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease | Proposed charge from 2018 £ | Comments |
|---|----------------------------|---------|-----------------------|-----------------------------------|------------------------------|
| <u>Revenues</u> | | | | | |
| <u>Court Costs</u> | | | | | |
| Council Tax | | | | | |
| Summons | 56.10 | n/a | n/a | 56.10 | Statutory charge no increase |
| Liability Order | 28.60 | n/a | n/a | 28.60 | Statutory charge no increase |
| Magistrates Court Fee | 3.10 | n/a | n/a | 3.10 | Statutory charge no increase |
| NNDR | | | | | |
| Summons | 56.10 | n/a | n/a | 56.10 | Statutory charge no increase |
| Liability Order | 28.60 | n/a | n/a | 28.60 | Statutory charge no increase |
| Magistrates Court Fee | 3.10 | n/a | n/a | 3.10 | Statutory charge no increase |
| Property Services (all exclusive of VAT) | | | | | |
| Minor Land Sales Request for Information | 47.80 | 2.80% | 1.30 | 49.10 | |
| Minor Land Sales Full Application | 350.10 | 2.80% | 9.80 | 359.90 | |
| Advertising - Estimated Fee | 594.10 | 2.80% | 16.60 | 610.70 | |
| Surveyors Fees - Estimated Fee | 477.40 | 2.80% | 13.40 | 490.80 | |

REDDITCH BOROUGH COUNCIL

Community Services

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease | Proposed charge from 2018 £ | Comments |
|---|----------------------------|---------|-----------------------|-----------------------------------|--|
| <u>Private Sector Housing</u> | | | | | |
| House Fitness Inspections | 114.50 | 3.90% | 4.50 | 119.00 | Based on average time/officer costs of service |
| Registration of housing in multiple occupation: | | | | | |
| per occupant | 94.50 | 5.82% | 5.50 | 100.00 | Based on average time/officer costs assessment |
| per occupant - subsequent property | 81.70 | | | | No longer needed (see line above) |
| Service and Administration of Improvement, Prohibition, Hazard Awareness or Emergency Measures Notices under Housing Act 2004 | 26.60 | 12.78% | 3.40 | 30.00 | |
| | | | | | Based on officers hourly rate incl oncosts |
| Enforcement of Statutory Notices, Supervision of Work in Default etc | | | | | Based on officers hourly rate incl oncosts |
| <u>Lifeline</u> | | | | | |
| Installation Fee - New Charge (Private & HRA) | 36.00 | 38.89% | 14.00 | 50.00 | All products are VAT free due to VAT relief exemptions. Analysis has been completed to define that actual cost of a standard installation. |
| Alarms private user pre April 2004 x 52 weeks* | 2.60 | | 0.00 | 2.60 | This unit includes the cost of a sim card. Ideal for those with no landline. |
| Community Alarm Hire Private/self funder x 52 weeks | 3.80 | 5.26% | 0.20 | 4.00 | This price is based upon the use of an OWNPHONE Footprint Tracker. Other devices are available and are being trialled which may require a review of this cost. This equipment provides support for service users outside their home. |
| GSM Alarm Hire - new charge | 0.00 | 0.00% | 5.80 | 5.80 | |
| GPS Tracker Hire - new charge | | | | | |
| | 0.00 | 0.00% | 6.80 | 6.80 | Manufacturers cost + 17% admin fee. To enable access into the property in an emergency. |
| Key safes types 1 and 2 | | | | | This line is no longer applicable as covered in the charge below |
| Extra pendants - private tenants | | | | | This line is no longer applicable as covered in the charge below |
| Extra pendants - council tenants | | | | | Based on the actual cost of the product + 17% admin fee. Customer to pay for replacement to reduce losses |
| Replacement Pendant - new charge | | | | | |
| *This is a lifetime set price and cannot be increased | | | | | |
| <u>Hire Products</u> | | | | | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease | Proposed charge from 2018 £ | Comments |
|-----------------------------------|----------------------------|---------|-----------------------|-----------------------------------|--|
| Hire of smoke alarm per week | 1.25 | 4.00% | 0.10 | 1.30 | Hire and monitoring fee. |
| CO2 Detector per week | 1.25 | 4.00% | 0.10 | 1.30 | Hire and monitoring fee. |
| Bogus Caller Panic Button | 1.25 | 4.00% | 0.10 | 1.30 | Hire and monitoring fee. |
| Flood Detector | 1.25 | 4.00% | 0.10 | 1.30 | Hire and monitoring fee. |
| Falls Detector | 1.25 | 4.00% | 0.10 | 1.30 | Hire and monitoring fee. |
| Additional pendant | 1.25 | 4.00% | 0.10 | 1.30 | Hire and monitoring fee. |
| <u>Dial a Ride Service</u> | | | | | |
| Minibus - single journey | 2.50 | 0.00% | 0.00 | 2.50 | increase is bi-annual and in 2017/18 there was a 14% increase |
| Concessionary fare | 2.00 | 0.00% | 0.00 | 2.00 | increase is bi-annual and in 2017/18 there was a 14% increase |
| <u>Shopmobility</u> | | | | | |
| | | | | | Executive Committee agreed in 2017 to introduce the following charges for the shopmobility service in order to support the future sustainability of the service. No increase for 2018/19 to encourage more users and will be increased bi-annually in line with Dial a Ride. |
| Annual registration fee | 10.00 | 0.00% | 0.00 | 10.00 | as above |
| Daily Charge (Redditch resident) | 2.00 | 0.00% | 0.00 | 2.00 | as above |
| Daily Charge (Non resident) | 3.00 | 0.00% | 0.00 | 3.00 | as above |
| Escort fee (starting Jan 2018) | 2.00 | 0.00% | 0.00 | 2.00 | as above |
| Pay as you go | 5.00 | 0.00% | 0.00 | 5.00 | as above |
| Wheelchair Hire - per day | 5.00 | 0.00% | 0.00 | 5.00 | as above |
| Wheelchair Hire - per week | 20.00 | 0.00% | 0.00 | 20.00 | as above |
| Wheelchair Hire - per month | 70.00 | 0.00% | 0.00 | 70.00 | as above |

REDDITCH BOROUGH COUNCIL

Corporate

Roundings to the nearest 10p.

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---------------------------------------|----------------------------|---------|----------------------------|-----------------------------------|----------|
| <u>Photocopying per copy</u> | | | | | |
| A4 (black & white) | 0.30 | 0.00% | 0.00 | 0.30 | |
| A4 (colour) | 0.40 | 0.00% | 0.00 | 0.40 | |
| A3 (black & white) | 0.40 | 0.00% | 0.00 | 0.40 | |
| A4 binding | 2.00 | 0.00% | 0.00 | 2.00 | |
| A4 plastic cover | 1.30 | 0.00% | 0.00 | 1.30 | |
| A3 (colour) | 0.70 | 0.00% | 0.00 | 0.70 | |
| A2 (black and white) | 0.60 | 0.00% | 0.00 | 0.60 | |
| A2 (colour) | Variable rate | | | Variable rate | |
| A1 (black and white) | 1.10 | 0.00% | 0.00 | 1.10 | |
| A1 (colour) | Variable rate | | | Variable rate | |
| A0 (black and white) | 2.10 | 0.00% | 0.00 | 2.10 | |
| A0 (colour) | Variable rate | | | Variable rate | |
| <u>Other Corporate Charges</u> | | | | | |
| Copy P60 | 5.90 | 0.00% | 0.00 | 5.90 | |
| Replacement ID badge | 5.90 | 0.00% | 0.00 | 5.90 | |
| Attachment of Earnings per deduction | 1.10 | 0.00% | 0.00 | 1.10 | |

REDDITCH BOROUGH COUNCIL

Environmental Services

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|--|--------------|----------------------------|---|---|
| <u>Bulky Household Waste</u> <p>The Bulky Service operates based on a standard unit price based on size and weight, with collection from the boundary of the property with the public highway. 1 Unit is equivalent to an under unit appliance, and this measure is multiplied up for multiple or larger items and items that cannot be lifted by two people will need to be quoted seperately.</p> <p>Bulky collection - per single unit* *Dependant on size, these items charged for as a multiple of units.</p> <p>Items that are classed by WCC as non domestic waste</p> <p>Bulky collection - two unit*</p> <p>Bulky collection - three unit* (reduced rate for 3 items) or 10 Black Bags</p> <p>Bulky collection - four items or more Items not on the boundary of the property</p> <p>The items below to be quoted for individually depending on size, weight and position of collection point: Garden shed</p> <p>Piano</p> | <p>8.20</p> <p>Quotation</p> <p>16.50</p> <p>21.70</p> <p>21.70</p> <p>Quotation</p> <p>Quotation</p> <p>Quotation</p> | <p>3.66%</p> | <p>0.30</p> | <p>8.50</p> <p>Quotation</p> <p>0.00</p> <p>0.00</p> <p>0.00</p> <p>N/A</p> <p>Quotation</p> <p>N/A</p> | <p>Reworded description</p> <p>Above CPI to reflect increased operating costs</p> <p>Quotations for this material will be linked to national waste disposal costs, as not disposable through WCC as the disposal authority.</p> <p>No longer applicable as charge based on units as above</p> <p>No longer applicable as charge based on units as above</p> <p>No longer applicable as charge based on units as above</p> <p>No longer applicable as charge based on units as above</p> <p>No longer applicable as charge based on units as above</p> |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|--|
| Chest Freezer | Quotation | | | N/A | No longer applicable as charge based on units as above |
| Large cookers (ranges) | Quotation | | | N/A | No longer applicable as charge based on units as above |
| Green Houses | Quotation | | | N/A | No longer applicable as charge based on units as above |
| Hazardous oils (Special collections) because of the distance to dispose of them correctly | Quotation | | | N/A | No longer applicable as charge based on units as above |
| over 10x Black bags | Quotation | | | N/A | No longer applicable as charge based on units as above |
| Wheels, tyres and other car parts | Quotation | | | N/A | No longer applicable as charge based on units as above |
| Mechanically Sweep Private Road / Car Park - Mini Sweeper per Hour | 30.00 | | | 0.00 | |
| Mechanically Sweep Private Road / Car Park - HGV Sweeper per Hour | 50.00 | | | 0.00 | |
| Orange sacks each | 2.00 | | | 0.00 | |
| Garden Waste Collection Service - new charge | | | | 45.00 | Agreed at £45 for 18/19, hold price at £45 for 19/20 to enable us to attract additional customers. |
| Garden Waste Set up fee - new charge | | | | 20.00 | Agreed at £20 for 18/19, hold price at £20 for 19/20 to enable us to attract more customers. |
| Re-issue of service - new charge | | | | 40.00 | To recover the additional costs with re-issuing the garden waste service. |
| <u>MOT</u> | | | | | |
| Class 4 (car) | Set by VOSA | | | Set by VOSA | |
| Class 7 (van) | Set by VOSA | | | Set by VOSA | |
| Class 5 vl (minibus) | Set by VOSA | | | 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. | | | | | |
| <u>Supplies Service</u> | | | | | |
| On cost for cash sales | 0.27 | 0.00% | 0.00 | 0.30 | |
| Logs per cubic metre per bag | 19.10 | 0.00% | 0.00 | 19.10 | |
| <u>Crematorium/Cemetery</u> | | | | | |
| Interment | | | | | |
| Full earth interment under 1 year (non resident only) | 0.00 | | | 0.00 | |
| Full earth interment under 1 year (Redditch resident) | No Charge | | | No Charge | |
| Interment 1 year to 17 (inc) years (non resident only) | 0.00 | | | 0.00 | |
| Interment 1 year to 17 years (inc) (Redditch Resident) | No Charge | | | No Charge | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|----------------------------|---------|----------------------------|-----------------------------------|--|
| Interment 18 years and over* | | | | | |
| Single Depth | 590.00 | 3.90% | 23.00 | 613.00 | |
| Double Depth | 590.00 | 3.90% | 23.00 | 613.00 | |
| Interment of cremated remains * | 196.00 | 4.08% | 8.00 | 204.00 | higher than rpi increase to ensure rounded charge |
| Interment of cremated remains - non resident under 18 years | No Charge | | | No Charge | |
| Interment of cremated remains (Redditch Resident under 18 years only) | No Charge | | | No Charge | |
| | 82.00 | 3.66% | 3.00 | 85.00 | lower than rpi increase to ensure rounded charge |
| <u>Charges for Burials</u> | | | | | |
| Exclusive Right of Burial for 75 years | | | | | |
| In adult size grave | 1,485.00 | 3.91% | 58.00 | 1,543.00 | higher than rpi increase to ensure rounded charge |
| In babies grave | 255.00 | 3.92% | 10.00 | 265.00 | higher than rpi increase to ensure rounded charge |
| In child's grave (4 x 2) | 271.00 | 4.06% | 11.00 | 282.00 | higher than rpi increase to ensure rounded charge |
| In ashes grave | 568.00 | 3.87% | 22.00 | 590.00 | lower than rpi increase to ensure rounded charge |
| <u>Extending Rights in existing grave for 25 years</u> | | | | | |
| In existing full earth grave | 424.00 | 3.90% | 16.50 | 440.50 | |
| In child's grave | 90.00 | 3.90% | 3.50 | 93.50 | |
| In ashes grave | 165.00 | 3.94% | 6.50 | 171.50 | higher than rpi increase to ensure rounded charge |
| Assignment / Transfer of Exclusive Right | 96.00 | 4.17% | 4.00 | 100.00 | higher than rpi increase to ensure rounded charge |
| Certified copy of entry in Register of Burials | 21.00 | 3.90% | 0.80 | 21.80 | |
| Disinterment of Remains - Cremated Remains | 516.00 | 3.90% | 20.10 | 536.10 | |
| <u>Cemetery Memorials</u> | | | | | |
| Memorial application administration fee | 96.00 | 4.17% | 4.00 | 100.00 | higher than rpi increase to ensure rounded charge |
| <u>Cremation related fees</u> | | | | | |
| Direct Cremation 18+ years 08:30am & 08:45am | 395.00 | 3.80% | 15.00 | 410.00 | lower than rpi increase to ensure rounded charge |
| Cremation 17 years and under | No Fee | | | No Fee | retained the commitment made by members to not charge for child funerals |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|--|
| Cremation 18+ years 09:00am Only | 495.00 | 8.08% | 40.00 | 535.00 | this is for the 08:30 or 9am service time charges agreed at executive on 15/12/15 |
| Cremation 18+ years 09:30am 10:15 am | 555.00 | 7.21% | 40.00 | 595.00 | charges agreed at executive on 15/12/15 |
| Cremation 18+ years 11am onwards | 645.00 | 7.75% | 50.00 | 695.00 | charges agreed at executive on 15/12/15 |
| None Resident Cremation Fees | | | | | |
| Cremation 18+ years 9:00 am service only | 595.00 | 6.72% | 40.00 | 635.00 | this is for the 08:30 or 9am service time charges agreed at executive on 15/12/15 |
| Cremation 18+ years 09:30am 10:15 am | 655.00 | 6.11% | 40.00 | 695.00 | charges agreed at executive on 15/12/15 |
| Cremation 18+ years 11am onwards | 745.00 | 6.71% | 50.00 | 795.00 | charges agreed at executive on 15/12/15 |
| Weekday scattering of ashes from other Crematoria | 58.00 | 3.45% | 2.00 | 60.00 | lower than rpi increase to ensure rounded charge |
| Weekend scattering of ashes from other Crematoria | 74.00 | 4.05% | 3.00 | 77.00 | higher than rpi increase to ensure rounded charge |
| Certified extract from Register of Cremations | 21.00 | 4.76% | 1.00 | 22.00 | higher than rpi increase to ensure rounded charge |
| Replacement certificate of cremation | 11.00 | 4.55% | 0.50 | 11.50 | higher than rpi increase to ensure rounded charge |
| Organist's fee | 45.00 | 22.22% | 10.00 | 55.00 | price increased in line with supplier increases |
| Extra Service Time in Chapel | 165.00 | 3.64% | 6.00 | 171.00 | lower than rpi increase to ensure rounded charge |
| Use of chapel for burial service of child 16 or under (not RBC Cemeteries) | 228.00 | 3.95% | 9.00 | 237.00 | higher than rpi increase to ensure rounded charge |
| Use of Chapel for burial service (RBC Cemeteries) | 165.00 | 3.64% | 6.00 | 171.00 | lower than rpi increase to ensure rounded charge |
| Use of Chapel for burial/ memorial service (not RBC Cemetery) 8.30 and 9.00 am | 495.00 | 8.08% | 40.00 | 535.00 | in line with lost revenue from cremation service |
| Use of Chapel for burial/ memorial service (not RBC Cemetery) 9.30 and 10.15 am | 555.00 | 7.21% | 40.00 | 595.00 | in line with lost revenue from cremation service |
| Use of Chapel for burial/ memorial service (not RBC Cemetery) 11.00 am onwards | 645.00 | 7.75% | 50.00 | 695.00 | in line with lost revenue from cremation service |
| Use of chapel for burial service of child 16 or under (RBC Cemeteries) | 76.00 | 3.95% | 3.00 | 79.00 | higher than rpi increase to ensure rounded charge |
| Late arrival at Crematorium (only if service runs into next time slot) | 165.00 | 3.64% | 6.00 | 171.00 | lower than rpi increase to ensure rounded charge |
| Cremation of a body part where the original cremation was elsewhere - | 150.00 | 4.00% | 6.00 | 156.00 | higher than rpi increase to ensure rounded charge |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|---|
| <u>Caskets</u> | | | | | |
| Wooden cremated remains casket | 92.70 | 20.82% | 19.30 | 112.00 | Price increase due to supplier increase by 20% |
| <u>Wesley music additional options</u> | | | | | |
| CD of chapel service (tbc) | 48.00 | 20.83% | 10.00 | 58.00 | Wesley music price increases up by 20% on average |
| DVD of Chapel service (tbc) | 58.00 | 20.69% | 12.00 | 70.00 | Wesley music price increases up by 20% on average |
| Webcast of Chapel service (tbc) | 69.00 | 20.29% | 14.00 | 83.00 | Wesley music price increases up by 20% on average |
| <u>Memorials</u> | | | | | |
| Book of Remembrance - Name + 1 line | 84.90 | 5.00% | 4.20 | 89.10 | price increased in line with supplier increases |
| Each additional line in the Book | 31.80 | 5.00% | 1.60 | 33.40 | price increased in line with supplier increases |
| Miniature Book of Remembrance - Name + 1 line | 74.30 | 5.00% | 3.70 | 78.00 | price increased in line with supplier increases |
| Remembrance Card - Name + 1 line | 37.20 | 5.00% | 1.90 | 39.10 | price increased in line with supplier increases |
| Additional lines in miniature and cards | 26.60 | 5.00% | 1.30 | 27.90 | price increased in line with supplier increases |
| Crests - Floral depiction | 53.00 | 5.00% | 2.70 | 55.70 | price increased in line with supplier increases |
| - Badge or other | 63.70 | 5.00% | 3.20 | 66.90 | price increased in line with supplier increases |
| Bench with 10 year lease & top rail engraving (max 40 letters) - | 800.00 | 3.87% | 31.00 | 831.00 | lower than rpi increase to ensure rounded charge |
| Bench with 10 year lease & standard silver plaque (max 60 letters) - | 760.00 | 3.95% | 30.00 | 790.00 | higher than rpi increase to ensure rounded charge |
| Bench replacement plaque - £110.00 | 110.00 | 3.65% | 4.00 | 114.00 | lower than rpi increase to ensure rounded charge |
| <u>Wall Plaques – Internal</u> | | | | | |
| Indoor single (12" x 3") - 5 year lease | 179.70 | 5.00% | 9.00 | 188.70 | price increased in line with supplier increases |
| Indoor single (12" x 3") - 10 year lease | 285.80 | 5.00% | 14.30 | 300.10 | price increased in line with supplier increases |
| Indoor single (12" x 3") - 20 year lease | 391.90 | 5.00% | 19.60 | 411.50 | price increased in line with supplier increases |
| Indoor double (12" x 6") - 5 year lease | 285.80 | 5.00% | 14.30 | 300.10 | price increased in line with supplier increases |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|---|
| Indoor double (12" x 6") - 10 year lease | 391.90 | 5.00% | 19.60 | 411.50 | price increased in line with supplier increases |
| Indoor double (12" x 6") - 20 year lease | 498.00 | 5.00% | 24.90 | 522.90 | price increased in line with supplier increases |
| <u>Outdoor Wall Plaques</u> | | | | | |
| 5 year lease | 201.00 | 5.00% | 10.10 | 211.10 | price increased in line with supplier increases |
| 10 year lease | 307.10 | 5.00% | 15.40 | 322.50 | price increased in line with supplier increases |
| 20 year lease | 413.10 | 5.00% | 20.70 | 433.80 | price increased in line with supplier increases |
| Photo or motif | 169.10 | 5.00% | 8.50 | 177.60 | price increased in line with supplier increases |
| <u>Bird Bath Memorial</u> | | | | | |
| 5 year lease | | | | | |
| Size 1 - small | 191.00 | 5.00% | 9.60 | 200.60 | price increased in line with supplier increases |
| Size 2 | 212.20 | 5.00% | 10.60 | 222.80 | price increased in line with supplier increases |
| Size 3 | 233.40 | 5.00% | 11.70 | 245.10 | price increased in line with supplier increases |
| Size 4 | 254.60 | 5.00% | 12.70 | 267.30 | price increased in line with supplier increases |
| Size 5 - large | 275.80 | 5.00% | 13.80 | 289.60 | price increased in line with supplier increases |
| 10 year lease | | | | | |
| Size 1 - small | 297.10 | 5.00% | 14.90 | 312.00 | price increased in line with supplier increases |
| Size 2 | 318.30 | 5.00% | 15.90 | 334.20 | price increased in line with supplier increases |
| Size 3 | 339.50 | 5.00% | 17.00 | 356.50 | price increased in line with supplier increases |
| Size 4 | 360.70 | 5.00% | 18.00 | 378.70 | price increased in line with supplier increases |
| Size 5 - large | 381.90 | 5.00% | 19.10 | 401.00 | price increased in line with supplier increases |
| 20 year lease | | | | | |
| Size 1 - small | 403.10 | 5.00% | 20.20 | 423.30 | price increased in line with supplier increases |
| Size 2 | 424.40 | 5.00% | 21.20 | 445.60 | price increased in line with supplier increases |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|--|
| Size 3 | 445.60 | 5.00% | 22.30 | 467.90 | price increased in line with supplier increases |
| Size 4 | 466.80 | 5.00% | 23.30 | 490.10 | price increased in line with supplier increases |
| Size 5 - large | 488.00 | 5.00% | 24.40 | 512.40 | price increased in line with supplier increases |
| <u>Motif</u> | 106.10 | 5.00% | 5.30 | 111.40 | price increased in line with supplier increases |
| <u>Additional inscription on plaque</u> | 132.00 | 5.00% | 6.60 | 138.60 | price increased in line with supplier increases |
| <u>Memorial Plaque extension fee 5 years ONLY</u> | 132.70 | 5.00% | 6.60 | 139.30 | price increased in line with supplier increases |
| Withdrawn option to extend for 10 and 20 years due to the lack of space and price people will pay | | | | | |
| <u>Indoor Memorial Tree</u> | | | | | |
| Standard Leaf - 3 year lease - new charge | | | | 65.00 | New memorial scheme at Redditch Crematorium to allow families to commemorate loved ones in a low cost and innovative way. |
| Additional Leaves - new charge | | | | 45.00 | |
| <u>Memorial Vaults - new charges</u> | | | | | |
| Double Unit - 20 year lease including first interment and casket | | | | | “New above ground burial option for cremated remains which allows families to inscribe the tablet and add photos and badges were appropriate. Allows an alternative to the standard below ground burial options. Costs include the placing of the remains, supply of the casket, office administration and 20 year maintenance costs.” |
| 2nd interment of remains including casket | | | | 1,250.00 | |
| Inscribed tablet upto 80 letters | | | | 172.00 | |
| Additional Letters (per letter) | | | | 140.00 | |
| Standard Motif | | | | 4.00 | |
| Photo of 1 person | | | | 100.00 | |
| Photo of 2 people | | | | 120.00 | |
| Photo of 3 people | | | | 190.00 | |
| Other items are available but will be quoted iindividually | | | | 245.00 | |
| | | | | QUOTED INDIVIDUALLY | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|---|
| <u>Memorial Posts - new charges</u> | | | | | |
| Memorial plaque - 3 year lease | | | | 240.00 | New memorial scheme at Redditch Crematorium to allow families to place an inscribed memorial plaque on a post within the grounds. |
| Motif | | | | 45.00 | |
| Replacement Plaque | | | | 120.00 | |
| <u>Private Memorial Garden -new charge</u> | | | | | |
| Including memorial - 20 year lease | | | | 1,600.00 | “New memorial scheme to allow families a new and innovative way to personalise a small section of our grounds with family tributes and memorials which can span generations. Costs include the construction of the fence surround, membrane and chippings as well as planting and miniature headstone. The lease also cover the 20 year maintenance.” |
| <u>Purchase of memorial plaque (bronze)</u> | 180.00 | | | 180.00 | Please note that these charges excludes all orders undertaken relating to remembrance day function which remains free of all charges. |
| Road Closures - new charge | | | | 85.00 | |
| <u>Parking Fines PCN's On Street - statutory Set by Statute</u> | | | | | |
| 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

Housing Services

Roundings to the nearest 10p.

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|---|
| <u>Dispersed Units</u> | | | | | |
| Water charge - per week | 4.90 | 3.90% | 0.20 | 5.10 | |
| Minimum Charge | 13.30 | 3.90% | 0.50 | 13.80 | |
| Maximum Charge | 14.30 | 3.90% | 0.60 | 14.90 | |
| <u>Service Charges</u> | | | | | |
| Three Storey Flats* | 7.00 | 3.90% | 0.30 | 7.30 | No change, pending a review of the cleaning service. as above as above |
| Woodrow Estate | 3.70 | 3.90% | 0.10 | 3.80 | |
| Evesham Mews | 6.10 | 3.90% | 0.20 | 6.30 | |
| St David's House | 26.60 | 3.90% | 1.00 | 27.60 | |
| Queen's Cottages | 26.60 | 3.90% | 1.00 | 27.60 | |
| Replacement Key Fobs (each) | 11.10 | 3.90% | 0.40 | 11.50 | |
| <u>Sheltered Scheme (VAT inclusive)</u> | | | | | |
| Use of washing machines | 2.50 | 3.90% | 0.10 | 2.60 | The drying machine increase in 2017 wasn't able to be done due to the necessity to have the coinage system replaced to enable the increase which would be a cost of £2,600. This will still be the position in 2018, however, work is being undertaken to consider replacement of the equipment due to age etc. |
| Use of drying machines | | | | | |
| | 2.10 | 3.90% | 0.10 | 2.20 | |
| Use of guest bedrooms per night | 14.80 | 3.90% | 0.60 | 15.40 | |
| Use of communal lounge | 11.10 | 3.90% | 0.40 | 11.50 | |
| <u>St David's House</u> | | | | | |
| Heating charge | 8.40 | 3.90% | 0.30 | 8.70 | |
| Water charge | 4.20 | 3.90% | 0.20 | 4.40 | |
| Laundry Charge | 6.40 | 3.90% | 0.20 | 6.60 | |
| <u>Mendip House</u> | | | | | |
| Gas boiler and cooker F1/B3 | 9.30 | 3.90% | 0.40 | 9.70 | |
| Gas boiler and cooker F1/1(B) | 11.10 | 3.90% | 0.40 | 11.50 | |
| <u>Bredon House</u> | | | | | |
| Gas boiler and cooker F1/1(A) | 8.40 | 3.90% | 0.30 | 8.70 | |
| Gas boiler and cooker F1/1(B) | 8.40 | 3.90% | 0.30 | 8.70 | |
| Gas boiler and cooker F3/BS | 8.40 | 3.90% | 0.30 | 8.70 | |
| Gas boiler and cooker F1/2P | 9.50 | 3.90% | 0.40 | 9.90 | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|--|--|--|--|----------|
| <u>Malvern House</u> Gas boiler and cooker F1/BS Gas boiler and cooker F1/1 Gas boiler and cooker F1/2 <u>Mendip House</u> Gas boiler & electric cooker F1/B3 Gas boiler & electric cooker F1/1 <u>Bredon House</u> Gas boiler & electric cooker F1/1(A) Gas boiler & electric cooker F1/1(B) Gas boiler & electric cooker F3/BS Gas boiler & electric cooker F1/2P | 8.50 9.10 9.60 7.80 9.70 6.00 6.10 6.10 6.90 | 3.90% 3.90% 3.90% 3.90% 3.90% 3.90% 3.90% 3.90% 3.90% | 0.30 0.40 0.40 0.30 0.40 0.20 0.20 0.20 0.30 | 8.80 9.50 10.00 8.10 10.10 6.20 6.30 6.30 7.20 | |
| <u>Malvern House</u> Gas boiler & electric cooker F1/BS Gas boiler & electric c ooker F1/1 Gas boiler & electric cooker F1/2 <u>Garage Rents</u> Garages Car Ports Non Council Tenants plus VAT <u>Rechargeable Repairs</u> Boarding up a domestic property: Minimum charge Maximum charge Glazing: Minimum charge Maximum charge Lock replacement: Minimum charge Maximum charge Larger repairs (eg door, w/c replacement): Minimum charge Maximum charge Out of Hours call out <u>St Davids House Luncheon Club</u> Residents Non Residents (Over 60) (inc VAT) All Others (inc VAT) Drinks | 6.20 6.30 7.10 8.40 3.20 10.10 22.90 Full cost 47.80 Full cost 26.60 Full cost One third Full cost 36.00 | 3.90% 3.90% 3.90% 3.90% 3.90% 3.90% 3.90% 3.90% 3.90% 3.90% | 0.20 0.20 0.30 0.30 0.10 0.40 0.90 1.90 1.00 1.40 | 6.40 6.50 7.40 8.70 3.30 10.50 23.80 Full cost 49.70 Full cost 27.60 Full cost One third Full cost 37.40 | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|----------|
| <u>Home Support Service</u> | | | | | |
| Weekly well being telephone call | 4.00 | 3.90% | 0.20 | 4.20 | |
| Weekly well being home visit | 7.70 | 3.90% | 0.30 | 8.00 | |
| Weekly Individual Support visiting service | 15.30 | 3.90% | 0.60 | 15.90 | |
| <u>Tenants' Support - St David's House/Queen's Cottages</u> | | | | | |
| Full Charge | 38.00 | 3.90% | 1.50 | 39.50 | |
| <u>Landlords References</u> | | | | | |
| Landlords References | 55.20 | 3.90% | 2.20 | 57.40 | |

REDDITCH BOROUGH COUNCIL

Legal, Equalities and Democratic Services

Roundings to the nearest 10p.

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|---|---------|----------------------------|-----------------------------------|---|
| <u>Legal Costs</u> | | | | | |
| Mortgage Redemption Fee | 62.30 | 3.90% | 2.40 | 64.70 | |
| Second Mortgage questionnaire | 42.70 | 3.90% | 1.70 | 44.40 | |
| Surrender of Garage Lease | 71.10 | 3.90% | 2.80 | 73.90 | |
| Discount questionnaire | 32.40 | 3.90% | 1.30 | 33.70 | |
| Leasehold Questionnaire | 75.00 | 3.90% | 2.90 | 77.90 | |
| Notice of Postponement during Right to Buy | 23.70 | 3.90% | 0.90 | 24.60 | |
| Notice of Postponement post Right to Buy | 32.40 | 3.90% | 1.30 | 33.70 | |
| Re-mortgage | 55.60 | 3.90% | 2.20 | 57.80 | |
| Consent for alterations to former Council house/flat | 144.20 | 3.90% | 5.60 | 149.80 | |
| Retrospective Consent for alterations to former Council house/flat | 180.30 | 3.90% | 7.00 | 187.30 | |
| Garden licence - initial administration fee (plus annual fee) | 100.00 | 3.90% | 3.90 | 103.90 | |
| WayLeave Agreement | 150.00 | 3.90% | 5.90 | 155.90 | |
| Deed of Grant/Easement | 351.20 | 3.90% | 13.70 | 364.90 | |
| * Licence to Assign | 351.20 | 3.90% | 13.70 | 364.90 | |
| * Rent Deposit Deed | 351.20 | 3.90% | 13.70 | 364.90 | |
| * Authorised Guarantee Agreement | 351.20 | 3.90% | 13.70 | 364.90 | |
| * Licence for Alterations | 351.20 | 3.90% | 13.70 | 364.90 | |
| * Licence to Sub-let | 351.20 | 3.90% | 13.70 | 364.90 | |
| * Deed of Variation | 351.20 | 3.90% | 13.70 | 364.90 | |
| * Grant of Lease | 475.00 | 3.90% | 18.50 | 493.50 | |
| * Extended Lease | 475.00 | 3.90% | 18.50 | 493.50 | |
| * Deed of Surrender | 351.20 | 3.90% | 13.70 | 364.90 | |
| * 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 £765.00 | | | | | |
| Tenancy at Will | 351.20 | 3.90% | 13.70 | 364.90 | |
| Renewal of Lease | 351.20 | 3.90% | 13.70 | 364.90 | |
| Minor land sales - legal fees upto the value of £1000 | 475.00 | 3.90% | 18.50 | 493.50 | |
| | 0.5% of the purchase price, with a minimum charge of £500.00 | | | | |
| Major land sales - legal fees £10000+ | | | | | |
| | 0.5% of the purchase price, with a minimum charge of £750 | | | | |
| Major land sales - legal fees £50000+ | | | | | |
| | 0.5% of the release consideration with a minimum of £750 | | | | |
| Deed of release of covenant | | | | | |
| Footpath Diversion Orders | 1,936.40 | 3.90% | 75.50 | 2,011.90 | Amend to "Diversion of Footpath under Planning and Highways Acts" |
| Freehold reversions - admin fee | 351.20 | 3.90% | 13.70 | 364.90 | |
| Copy of lease (up to 25 pages) | | | | | |
| Copies of RTB service charges (up to last three years) | | | | | |
| Extra copies of valuation - S.125 Notice | | | | | |
| <u>Section 106</u> | | | | | |
| Private Owner | 481.50 | 3.90% | 18.80 | 500.30 | |
| Each additional unit added (up to a maximum of £1,500) * | 60.30 | 3.90% | 2.40 | 62.70 | |
| 100% Affordable housing schemes | 903.80 | 3.90% | 35.20 | 939.00 | |
| Deed of Variation ** | 343.50 | 3.90% | 13.40 | 356.90 | |
| Fee for agreeing a unilateral undertaking | 343.50 | 3.90% | 13.40 | 356.90 | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|----------------------------|---------|----------------------------|-----------------------------------|---|
| <p>* 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 ** This new head of charge is required as variations to S106 agreements were rare but are becoming more frequent and this enables the charge to be published and this enables the charge to be published. The rate is the same as that for a similar type of planning agreement, for consistency.</p> <p><u>LOCAL LAND CHARGES</u></p> <p><u>Search Type</u></p> <p>Official Certificate of Search (LLC1) only</p> <p>CON29R Enquiries of Local Authority (2007)</p> <p>- Residential</p> <p>- Commercial</p> <p>Standard Search Fee: LLC1 and CON 29R combined</p> <p>- Residential</p> <p>- Commercial</p> <p>CON 29O Optional enquiries of Local Authority (2007)</p> <p>(Questions 5,6,8,9,11,15) per question</p> <p>(Questions 7,10,12,13,14,16-21) per question</p> <p>(Question 22)</p> <p>(Question 4)</p> <p>Extra written enquiries (Refer to Worcestershire County Council for Highways enquiries)</p> <p>Each additional parcel of land (LLC1 and CON29R)</p> <p>Refresher Search</p> <p>Expedited (within 48 hrs)</p> | | | | | |
| | 26.80 | 2.80% | 0.80 | 27.60 | assessed the benchmark and identified that a more commercial approach would be to increase by 2.8%' |
| | 98.50 | 2.80% | 2.80 | 101.30 | |
| | 140.80 | 2.80% | 3.90 | 144.70 | |
| | 125.30 | 2.80% | 3.50 | 128.80 | |
| | 167.60 | 2.80% | 4.70 | 172.30 | |
| | 12.40 | 2.80% | 0.30 | 12.70 | Now 2016 not 2007 |
| | 6.20 | 2.80% | 0.20 | 6.40 | Amend to Qs 9, 10, 18 and 19 |
| | 24.70 | 2.80% | 0.70 | 25.40 | Amend to Qs 5 - 8, 11 - 17 and 20 - 21 |
| | 13.40 | 2.80% | 0.40 | 13.80 | |
| | 48.40 | 2.80% | 1.40 | 49.80 | |
| | 22.70 | 2.80% | 0.60 | 23.30 | |
| | 39.10 | 2.80% | 1.10 | 40.20 | |
| | 30.90 | 2.80% | 0.90 | 31.80 | |

REDDITCH BOROUGH COUNCIL

Leisure Services

Roundings are to the nearest 10p.

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|-------------------------------|---------|----------------------------|-----------------------------------|--|
| <u>Palace Theatre</u> | | | | | |
| <u>The following Palace price proposals are for 2018-2019 as the theatre books a minimum of 12 months in advance</u> | | | | | |
| <u>Main Theatre - Fee Per Hour</u> | | | | | |
| Performance / conference including 1 technician. Full lighting and sound systems available. Please see the current Technical Specification. MINIMUM OF 8.5 HOURS | | | | | |
| Mon - Thurs | | | | | |
| Cost | 141.00 | 3.55% | 5.00 | 146.00 | |
| Disc. Local Community & charity rate (-15%) | 120.00 | | | | Rate deleted in line with new discounted policy giving local groups the 15% discount if they do not reach 65% ticket sales |
| Fri - Sat | | | | | |
| Cost | 159.00 | 3.14% | 5.00 | 164.00 | |
| Disc. Local Community & charity rate (-15%) | 136.00 | | | | Rate deleted in line with new discounted policy giving local groups the 15% discount if they do not reach 65% ticket sales |
| Sun & Bank Holidays | | | | | |
| Cost | 212.00 | -9.43% | -20.00 | 192.00 | |
| Disc. Local Community & charity rate (-15%) | 180.00 | | | | Rate reduced to promote more hirers performing on sundays and inline with being more competitive to other venues Rate deleted in line with new discounted policy giving local groups the 15% discount if they do not reach 65% ticket sales |
| 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. | 332.00 | 3.61% | 12.00 | 344.00 | |
| For a public performance add the appropriate hourly rate for technical staff / FOH and additional fees. | 442.60 | 3.03% | 13.40 | 456.00 | |
| Rehearsals/Filming: Min 4 Hours - Sundays with 1 technical staff member | 120.00 | 3.33% | 4.00 | 124.00 | |
| Rehearsals/Filming: Min 4 Hours - Monday to Thursdays with 1 technical staff member | 95.00 | 3.16% | 3.00 | 98.00 | |
| 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. | | | | | |
| 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. | | | | | |
| Cost Per Week | 5,422.00 | 3.02% | 164.00 | 5,586.00 | |
| Disc. Local Community & charity rate (-15%) | 4,630.00 | | | | Rate deleted in line with new discounted policy giving local groups the 15% discount if they do not reach 65% ticket sales |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|---|---------|----------------------------|---|----------|
| <p>The Room Upstairs and Bar Lounge (room only, for additional facilities available see below)</p> <p>Local Charities and local groups receive the below discount: (The discount will decrease by 1% once sales have reached 65% up to 80% when no discount in the hire fee will be applied. E.g. 76% ticket sales means a 4% discount in the hire fee.)</p> <p>65% and below</p> <p>66%</p> <p>67%</p> <p>68%</p> <p>69%</p> <p>70%</p> <p>71%</p> <p>72%</p> <p>73%</p> <p>74%</p> <p>75%</p> <p>76%</p> <p>77%</p> <p>78%</p> <p>79%</p> <p>80% and above</p> <p>Notes:</p> <p>1. Promotion and percentage deal splits to be agreed by Committee and Theatre Manager</p> <p>2. Studio and bar hirer must pay a non-refundable payment of 50 % of the hire fee when booking</p> <p>3. For all daytime studio and bar bookings please speak to the box office team on (01527) 65203</p> <p>4. Additional tech staff show call rate, minimum 4Hrs call</p> <p><u>The Room Upstairs Fee Per Hour MINIMUM 4 HOURS</u></p> <p>Space Hirer (studio includes use of the sound system)</p> <p>Studio Performance (Thur, Free and Sat evenings 5pm to 10:30pm) inc brochure listing, use of sound ad lighting systems. Additional perf. At £45 per performance.</p> | <p>15% discount</p> <p>14% discount</p> <p>13% discount</p> <p>12% discount</p> <p>11% discount</p> <p>10% discount</p> <p>9% discount</p> <p>8% discount</p> <p>7% discount</p> <p>6% discount</p> <p>5% discount</p> <p>4% discount</p> <p>3% discount</p> <p>2% discount</p> <p>1% discount</p> <p>0% discount</p> <p>16.00</p> <p>96.00</p> | | | <p>15% discount</p> <p>14% discount</p> <p>13% discount</p> <p>12% discount</p> <p>11% discount</p> <p>10% discount</p> <p>9% discount</p> <p>8% discount</p> <p>7% discount</p> <p>6% discount</p> <p>5% discount</p> <p>4% discount</p> <p>3% discount</p> <p>2% discount</p> <p>1% discount</p> <p>0% discount</p> <p>17.00</p> <p>99.00</p> | |
| <p>Arts and performance development activity arrangements are also available. Please contact the Theatre Team To Discuss agreements and availability</p> <p>Studio Technician (min 4 hr call)</p> <p>WORKSHOP HIRE - per day (Appropriate certification proof must be shown to use the workshop machinery)</p> <p>Theatre Tours (maximum 25 people per tour) - 1 hour tour</p> <p>Notes:</p> <p>1. All new hirers must play a non-refundable deposit of 20% of the hire fee when booking</p> <p>2. For all daytime studio and bar bookings please speak to the box office team on (01527) 65203</p> <p>3. Additional tech staff show call rate, minimum 4hrs call</p> <p><u>Additional Charges to all performances</u></p> <p>PRS fees (percentage of Net box office takings), unless written notification is provided from PRS then this will be charged (3%)</p> <p>Credit Card Charges (percentage of Net box office takings) (3%)</p> <p>Customer booking fee at box office (max. of £4 for any one booking)</p> | <p>48.00</p> <p>128.00</p> <p>89.00</p> <p>0.03</p> <p>0.03</p> <p>1.00</p> | | | <p>48.00</p> <p>128.00</p> <p>89.00</p> <p>0.00</p> <p>0.00</p> <p>1.00</p> | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|-------------------------------|---------|----------------------------|-----------------------------------|----------|
| <u>Additional charges applicable to all hirer performances</u> | | | | | |
| Marketing Bronze Package (see App 5 Publicity & Advertising form for hirers for further info) | 140.00 | | | 140.00 | |
| Marketing Silver Package (see App 5 Publicity & Advertising form for hirers for further info) | 358.00 | | | 358.00 | |
| Marketing Gold Package (see App 5 Publicity & Advertising form for hirers for further info) | 440.00 | | | 440.00 | |
| The Room Upstairs event Listing in the Theatre Brochure for the relevant season, Includes free web site entry on receipt of your marketing | 46.00 | | | 46.00 | |
| 1 month advert on the big screen in the town (subject to availability) | 240.10 | | | 240.10 | |
| 1000 post out mail shot | 425.70 | | | 425.70 | |
| A0 display front of building per week (max 4 weeks), FCFS | 11.20 | | | 11.20 | |
| Banner position front of building per week, FCFS | 16.40 | | | 16.40 | |
| Local press advertisement charged at cost + administration fee at: 10% | 0.00 | | | 0.00 | |
| Sale of merchandise at Theatre premises. (Percentage taken is gross of merchandise takings) 15 % | 0.00 | | | 0.00 | |
| Email Marketing to customer email database | 30.00 | | | 30.00 | |
| <u>Additional Facilities / services available</u> | | | | | |
| Bar Extension after performance | 60.00 | | | 60.00 | |
| 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 | 20.00 | | | 20.00 | |
| Additional cleaning fee where premises are not left in a clean and tidy state. per room | 25.00 | | | 25.00 | |
| Un-blocking of sinks or toilets (per toilet or sink) | 46.00 | | | 46.00 | |
| Items hired or purchased from a third party on your behalf (Cost + 10%) | 0.00 | | | 0.00 | |
| Portable Appliance Testing (PAT), per item | 5.00 | | | 5.00 | |
| Tea / coffee per head (unlimited drinks per person). | 2.00 | | | 2.00 | |
| Photo-copying and printing A4 black and white | 0.10 | | | 0.10 | |
| Photo-copying and printing A4 colour | 0.20 | | | 0.20 | |
| Additional items available for Hire (please check with the Technical department for availability) | | | | | |
| Star Cloth | | | | | |
| Per Day | 76.00 | | | 76.00 | |
| Per Week | 222.00 | | | 222.00 | |
| Black Gauze | | | | | |
| Per Day | 39.00 | | | 39.00 | |
| Per Week | 94.00 | | | 94.00 | |
| White Gauze | | | | | |
| Per Day | 39.00 | | | 39.00 | |
| Per Week | 94.00 | | | 94.00 | |
| Tab Track | | | | | |
| Per Day | 37.00 | | | 37.00 | |
| Per Week | 91.00 | | | 91.00 | |
| Red Tabs | | | | | |
| Per Day | 49.00 | | | 49.00 | |
| Per Week | 149.00 | | | 149.00 | |
| Blue Tabs | | | | | |
| Per Day | 49.00 | | | 49.00 | |
| Per Week | 149.00 | | | 149.00 | |
| Jem Techno Fog Machine | | | | | |
| Per Day | 16.00 | | | 16.00 | |
| Per Week | 45.00 | | | 45.00 | |
| Under-stage Smoke System | | | | | |
| Per Day | 42.00 | | | 42.00 | |
| Per Week | 113.00 | | | 113.00 | |
| Haze Machine | | | | | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|-------------------------------|---------|----------------------------|-----------------------------------|----------|
| Per Day | 16.00 | | | 16.00 | |
| Per Week | 45.00 | | | 45.00 | |
| Baby Grand Piano tuning (additional tuning charge at cost) | | | | | |
| Per Day | 115.00 | | | 115.00 | |
| Per Week | 330.00 | 0.00% | 0.00 | 330.00 | |
| Portable digital piano | | | | | |
| Per Day | 32.00 | 0.00% | 0.00 | 32.00 | |
| Per Week | 89.00 | 0.00% | 0.00 | 89.00 | |
| Technics Key Board | | | | | |
| Per Day | 0.00 | 0.00% | 0.00 | 0.00 | |
| Per Week | 0.00 | 0.00% | 0.00 | 0.00 | |
| Small 1600 to 2400 Lumin Video/ Data Projector | | | | | |
| Per Day | 30.00 | 0.00% | 0.00 | 30.00 | |
| Per Week | 85.00 | 0.00% | 0.00 | 85.00 | |
| Large Video Projector 5000 lumin + (main house only) | | | | | |
| Per Day | 130.00 | 0.00% | 0.00 | 130.00 | |
| Per Week | 385.00 | 0.00% | 0.00 | 385.00 | |
| Laptop | | | | | |
| Per Day | 30.00 | 0.00% | 0.00 | 30.00 | |
| Per Week | 85.00 | 0.00% | 0.00 | 85.00 | |
| Overhead projector (OHP) | | | | | |
| Per Day | 11.00 | 0.00% | 0.00 | 11.00 | |
| Per Week | 27.00 | 0.00% | 0.00 | 27.00 | |
| Portable folding projector screen (approx. 5 feet square) | | | | | |
| Per Day | 7.00 | 0.00% | 0.00 | 7.00 | |
| Per Week | 20.00 | 0.00% | 0.00 | 20.00 | |
| Flip chart stand (Paper and pens are not provided) | | | | | |
| Per Day | 8.50 | 0.00% | 0.00 | 8.50 | |
| Per Week | 23.40 | 0.00% | 0.00 | 23.40 | |
| White board | | | | | |
| Per Day | 12.80 | 0.00% | 0.00 | 12.80 | |
| Per Week | 38.20 | 0.00% | 0.00 | 38.20 | |
| Lectern including microphones and lights | | | | | |
| Per Day | 52.00 | 0.00% | 0.00 | 52.00 | |
| Per Week | 154.00 | 0.00% | 0.00 | 154.00 | |
| Radio Mics (Up to 4 handheld & 10 lapels)-per microphone-See note 2 | | | | | |
| Per Day | 23.00 | 0.00% | 0.00 | 23.00 | |
| Per Week | 67.00 | 0.00% | 0.00 | 67.00 | |
| Radio Communications packs (up to 3 available) per pack: | | | | | |
| Per Day | 5.30 | 0.00% | 0.00 | 5.30 | |
| Per Week | 13.00 | 0.00% | 0.00 | 13.00 | |
| Music Stands (each) * | | | | | |
| Per Day | 4.00 | 0.00% | 0.00 | 4.00 | |
| Per Week | 10.00 | 0.00% | 0.00 | 10.00 | |
| Conductor music stand * | | | | | |
| Per Day | 5.00 | 0.00% | 0.00 | 5.00 | |
| Per Week | 13.00 | 0.00% | 0.00 | 13.00 | |
| Metro deck staging sections (2 m x 1 m) inc 18" or 1.5m Legs and skirts if requested | | | | | |
| Per Day | 12.00 | 0.00% | 0.00 | 12.00 | |
| Per Week | 25.00 | 0.00% | 0.00 | 25.00 | |
| 1 Metre hand rail section for above Rostra (5 available) (each) | | | | | |
| Per Day | 7.00 | 0.00% | 0.00 | 7.00 | |
| Per Week | 15.00 | 0.00% | 0.00 | 15.00 | |
| * Free to use for Disc. Local Community & charity rate hirers | | | | | |
| Consumables | | | | | |
| Gaffa Tape | 8.20 | 0.00% | 0.00 | 8.20 | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|-------------------------------|---------|----------------------------|-----------------------------------|----------|
| LX tape | 1.60 | 0.00% | 0.00 | 1.60 | |
| PP3 Battery (each) | 3.10 | 0.00% | 0.00 | 3.10 | |
| AA battery (each) | 1.20 | 0.00% | 0.00 | 1.20 | |
| Additional Staffing | | | | | |
| Additional technical staff per hour @ O/T rate (minimum 4 hour call) | 21.60 | 0.00% | 0.00 | 21.60 | |
| 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. | | | | | |

BUILDING CONTROL - 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:
Redditch 01527 64252**

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|---|---------|----------------------------|---|----------|
| <u>TABLE A: STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING</u> 1,2,3 or More Properties: Application Regularisation | Please Ring for Quote Please Ring for Quote | | | Please Ring for Quote Please Ring for Quote | |
| <u>TABLE B: DOMESTIC EXTENSIONS TO A SINGLE BUILDING</u> Garage Conversion to habitable room Application Regularisation Additional | Please Contact Us Please Contact Us Please Contact Us | | | Please Contact Us Please Contact Us Please Contact Us | |
| Extension project Application Regularisation Additional | Please Contact Us Please Contact Us Please Contact Us | | | Please Contact Us Please Contact Us Please Contact Us | |
| All other extensions Loft Conversions Detached garage over | Please Contact Us Please Contact Us | | | Please Contact Us Please Contact Us | |
| Electrical works by non-qualified electrician Application Regularisation | Please Contact Us Please Contact Us | | | Please Contact Us Please Contact Us | |
| Renovation of thermal element Application | Please Contact Us | | | Please Contact Us | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|---|--|-------------------------------------|--|----------|
| <p>Regularisation</p> <p>Installing steel beam(s) within an existing house</p> <p>Application</p> <p>Regularisation</p> <p>Window replacment</p> <p>Application</p> <p>Regularisation</p> <p>Installing a new boiler or wood burner etc.</p> <p>Application</p> <p>Regularisation</p> <p>TABLE C: ALL OTHER WORKS - ALTERATIONS</p> <p>£0 +</p> <p>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</p> <p>These charges have been set on the following basis:</p> <p>1. 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</p> <p>2. 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.</p> <p><u>Building Control – Supplementary Charges</u></p> <p>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).</p> | <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> | | | <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> <p>Please Contact Us</p> | |
| <p>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.</p> <p>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.</p> <p><u>ARCHIVED APPLICATIONS</u></p> <p>Process request to re-open archived building control file, resolve case and issue completion certificate</p> <p>Each visit to site in connection with resolving archived building control cases</p> <p><u>WITHDRAWN APPLICATIONS</u></p> <p>Process request</p> <p>With additional fees of.....</p> <p>Withdraw Building Notice application where no inspections have taken place</p> <p>Withdraw Building Notice application where inspections have taken place</p> <p>Withdrawn Full Plans application without plans being checked or any site inspections being made</p> <p>Withdraw Full Plans application after plan check but before any inspections on site</p> | <p>52.00</p> <p>67.90</p> <p>52.00</p> | <p>0.00%</p> <p>0.00%</p> <p>0.00%</p> | <p>0.00</p> <p>0.00</p> <p>0.00</p> | <p>52.00</p> <p>67.90</p> <p>52.00</p> | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|--|--|--|--|----------|
| Withdraw Full Plans application after plan check and after site inspections made | | | | | |
| <u>RE-DIRECT INSPECTION FEES / ISSUE COPY DOCUMENTS</u> Process request to re-invoice inspection fee to new addressee Optional Consultancy Services | 52.00 Please Contact Us | 0.00% | 0.00 Please Contact Us | 52.00 Please Contact Us | |
| <u>Charges note</u> 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. | | | | | |
| <u>DEVELOPMENT PLAN DOCUMENTS</u> <u>Previous Local Plans</u> Borough of Redditch Local Plan No.1: Written statement and proposals map Borough of Redditch Local Plan No.2: Written statement and proposals map Inspectors Report (1993 & 1995) | 10.80 27.90 6.40 | 0.00% 0.00% 0.00% | 0.00 0.00 0.00 | 10.80 27.90 6.40 | |
| <u>Local Development Framework Documents (LDF)</u> Borough of Redditch Local Plan No.3: Written statement and proposals map Inspectors Report Local Development Scheme (LDS) Statement of Community Involvement (SCI) Scoping Report for Development Plan Documents | 68.30 33.90 20.30 20.30 20.30 | 0.00% 0.00% 0.00% 0.00% 0.00% | 0.00 0.00 0.00 0.00 0.00 | 68.30 33.90 20.30 20.30 20.30 | |
| <u>Monitoring Documents</u> Housing Commitments in Redditch Borough since 1 April 1996 Housing Completions on Large and Small Sites in Redditch Borough since 1 April 1996 Replacement Dwellings Monitoring since 1 April 1996 Annual Commitments & Completions on Small Windfall Sites since 1 April 1996 Provision of Affordable Housing since 1 April 1996 Employment Land Supply in Redditch Borough since 1 April 1996 Annual Monitoring Report | 33.30 33.30 33.30 33.30 33.30 33.30 33.30 | 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% | 0.00 0.00 0.00 0.00 0.00 0.00 0.00 | 33.30 33.30 33.30 33.30 33.30 33.30 33.30 | |
| <u>Other Documents</u> Feckenham Housing Needs Assessment Redditch Housing Needs Assessment Residential Urban Capacity Study Open Space Needs Assessment Schedule of Buildings of Local Interest North West Redditch Master Plan Documents - Report - Transport Report Appendix - Landscape Appendix | 6.60 13.30 45.60 45.60 32.30 19.70 13.30 1.50 | 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% | 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 | 6.60 13.30 45.60 45.60 32.30 19.70 13.30 1.50 | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments | |
|--|----------------------------|---------|----------------------------|-----------------------------------|---|--|
| <u>Supplementary Planning Documents/ Guidance</u> | | | | | | |
| Affordable Housing Provision (2000) | 19.70 | 0.00% | 0.00 | 19.70 | | |
| Encouraging Good Design | 19.70 | 0.00% | 0.00 | 19.70 | | |
| General Mobility Housing - Design Standards | 6.20 | 0.00% | 0.00 | 6.20 | | |
| General Mobility Housing - Needs Assessment | 3.30 | 0.00% | 0.00 | 3.30 | | |
| Employment Land Monitoring (SPG) | 19.70 | 0.00% | 0.00 | 19.70 | | |
| All new Supplementary Planning Documents (SPD's) | 19.70 | 0.00% | 0.00 | 19.70 | | |
| <u>Development Management Charges</u> | | | | | | |
| High Hedge Complaints | 595.10 | 0.00% | 0.00 | 595.10 | | |
| High Hedge Complaints - concession | 237.60 | 0.00% | 0.00 | 237.60 | | |
| <u>Residential Development/ Development Site Area/Proposed Gross Floor Area</u> | | | | | | |
| 1-4 dwellings / less than 0.5 ha | 306.60 | 0.00% | 0.00 | 0.00 | new charging structure below | |
| Additional Meetings (after first three) | 122.10 | 0.00% | 0.00 | 0.00 | | |
| 5-9 dwellings / 0.6-0.99ha | 616.40 | 0.00% | 0.00 | 0.00 | | |
| Additional Meetings (after first three) | 122.10 | 0.00% | 0.00 | 0.00 | | |
| 10-49 dwellings / 1.0-1.25ha | 1,230.60 | 0.00% | 0.00 | 0.00 | | |
| Additional Meetings (after first three) | 615.30 | 0.00% | 0.00 | 0.00 | | |
| 50-199 dwellings / 1.26 - 2.0ha | 2,461.30 | 0.00% | 0.00 | 0.00 | | |
| Additional Meetings (after first three) | 910.20 | 0.00% | 0.00 | 0.00 | | |
| 200+ dwellings / more than 2ha | 3,690.90 | 0.00% | 0.00 | 0.00 | | |
| Additional Meetings (after first three) | 1,230.60 | 0.00% | 0.00 | 0.00 | | |
| <u>Residential Development/ Development Site Area/Proposed Gross Floor Area</u> | | | | | | |
| 1* Dwelling | 0.00 | 0.00% | 200.00 | 200.00 | The Council already charges a pre application fee for residential developments over a certain size. Charging for larger employment pre applications (greater than 1 hectare) would be a more commercial approach for charging. | |
| 2 - 4 Dwellings | 0.00 | 0.00% | 300.00 | 300.00 | | |
| 5 - 9 Dwellings | 0.00 | 0.00% | 600.00 | 600.00 | | |
| 10 - 49 Dwellings | 0.00 | 0.00% | 1,200.00 | 1,200.00 | | |
| 50 - 99 Dwellings | 0.00 | 0.00% | 2,200.00 | 2,200.00 | | |
| 100 - 199 Dwellings | 0.00 | 0.00% | 3,000.00 | 3,000.00 | | |
| 200+ Dwellings | 0.00 | 0.00% | 4,000.00 | 4,000.00 | | |
| * includes one-for-one replacements | | | | | | |
| Non-residential development (floor space) | | | | | | |
| Floor area is measured externally | | | | | | |
| Less than 500sqm | 0.00 | 0.00% | 0.00 | 0.00 | With respect to Changes of Use if the development is a change to create dwellings the charge will be for the number of dwellings created. If the change is to another use the charge will be based on the floor area created or the site area involved if there are no building operations proposed. There is no charge of Advertisement schemes, variation or removal of conditions, car parks & roads or for certificates for lawfulness. All fees are inclusive of VAT. (at 20%) | |
| 500 - 999sqm | 0.00 | 0.00% | 500.00 | 500.00 | | |
| 1000 - 1999sqm | 0.00 | 0.00% | 1,000.00 | 1,000.00 | | |
| 2000 - 4999sqm | 0.00 | 0.00% | 2,000.00 | 2,000.00 | | |
| 5000 - 9999sqm | 0.00 | 0.00% | 2,500.00 | 2,500.00 | | |
| 10,000sqm or greater | 0.00 | 0.00% | 3,000.00 | 3,000.00 | | |
| Non-residential development (site area) where no building operations are proposed | | | | | | |
| Less than 0.5ha | 0.00 | 0.00% | 300.00 | 300.00 | | |
| 0.5 - 0.99ha | 0.00 | 0.00% | 600.00 | 600.00 | | |
| 1 - 1.25ha | 0.00 | 0.00% | 1,000.00 | 1,000.00 | | |
| 1.26 - 2ha | 0.00 | 0.00% | 2,000.00 | 2,000.00 | | |
| 2ha or greater | 0.00 | 0.00% | 3,000.00 | 3,000.00 | | |

| Service Category | charge 1st April 2017 £ | %change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|----------------------------|---------|----------------------------|-----------------------------------|----------|
| | | | | | |
| Fee Concessions Some pre-application advice will still be provided free of charge. For example where the development is for the direct benefit of a disabled person (and as such there would be no fee incurred to make the planning application) or where works relate to a listed building. Some advice is provided at a reduced or concessionary rate. If the proposal is being submitted by or is for the benefit of a Parish Council or other Local Authority, then the appropriate fee is reduced by 50%. In addition if the scheme relates to a solely affordable housing scheme, the Applicant is a Registered Social Landlord or Housing Association the fee for pre application advice would also be reduced by 50%. | | | | | |
| Business Centres Fax - Outgoing UK 0.90 0.00% 0.00 0.90 Europe & Eire 1.80 0.00% 0.00 1.80 North America 2.00 0.00% 0.00 2.00 Other 2.90 0.00% 0.00 2.90 Fax - Incoming 0.60 0.00% 0.00 0.60 Secretarial - minimum charge 10.70 0.00% 0.00 10.70 - charge per hour 13.10 0.00% 0.00 13.10 Postal Address Facility - per month 47.00 0.00% 0.00 47.00 Telephone Divert: 0.00 Normal - per quarter 120.20 0.00% 0.00 120.20 Gold - per quarter 227.30 0.00% 0.00 227.30 Photocopying: A4 single side 0.10 0.00% 0.00 0.10 A4 double side 0.20 0.00% 0.00 0.20 A3 single side 0.30 0.00% 0.00 0.30 A3 double side 0.30 0.00% 0.00 0.30 Photocopying: A4 single side - non tenants 0.20 0.00% 0.00 0.20 Conference Room (per hour): Rubicon Tenants 10.70 0.00% 0.00 10.70 Rubicon Non Tenants 21.30 0.00% 0.00 21.30 Greenlands Tenants 12.10 0.00% 0.00 12.10 Greenlands Non Tenants 24.00 0.00% 0.00 24.00 | | | | | |

REDDITCH BOROUGH COUNCIL

Regulatory Services

Roundings are to the nearest 10p.

| Service Category | charge 1st April 2017 £ | %Change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|---------------------------|
| TAXI LICENSING | | | | | |
| - Hackney Carriage Vehicle Licence per annum (charge excludes vehicle testing) | 258.65 | 0.00% | 0.10 | 258.70 | |
| - Hackney Carriage Driver's Licence - 1 Year | 58.60 | 0.00% | 0.00 | 58.60 | |
| - Hackney Carriage Driver's Licence - 3 Year | 144.00 | 0.00% | 0.00 | 144.00 | |
| - Private Hire Operator's Licence - 1 Year | | | | | |
| - (1 vehicle) | 164.00 | 0.00% | 0.00 | 164.00 | |
| - per each additional vehicle | 16.40 | 0.00% | 0.00 | 16.40 | |
| - Private Hire Operator's Licence - 3 Year (1 Vehicle) | 394.00 | 0.00% | 0.00 | 394.00 | |
| - Private Hire Operator's Licence - 5 Year (1 Vehicle) | 624.00 | 0.00% | 0.00 | 624.00 | |
| - Private Hire Driver Licence - 1 Year | 58.60 | 0.00% | 0.00 | 58.60 | |
| - Private Hire Driver Licence - 3 Year | 144.00 | 0.00% | 0.00 | 144.00 | |
| - Dual Hackney Carriage and Private Hire Driver's Licence - 1 Year | 83.00 | 0.00% | 0.00 | 83.00 | |
| - Dual Hackney Carriage and Private Hire Driver's Licence - 3 Year | 200.00 | 0.00% | 0.00 | 200.00 | |
| - Knowledge test | 20.00 | 0.00% | 0.00 | 20.00 | |
| - Administration Charge - new applications | 35.00 | 0.00% | 0.00 | 35.00 | |
| - Transfer of plate - per transfer | 48.00 | 0.00% | 0.00 | 48.00 | |
| - Replacement Vehicle Plates | 20.00 | 0.00% | 0.00 | 20.00 | |
| - Replacement Driver's Badge (card) | 11.00 | 0.00% | 0.00 | 11.00 | |
| - Amendment to paper licence - eg change of address | 10.50 | 0.00% | 0.00 | 10.50 | |
| - DVLA Enquiry - Electronic | 6.00 | 0.00% | 0.00 | 6.00 | |
| - DVLA Enquiry - Paper | 11.00 | 0.00% | 0.00 | 11.00 | |
| - CRB Disclosure | 53.00 | 0.00% | 0.00 | 53.00 | |
| GENERAL LICENSING | | | | | |
| - Annual Street Trading Consent - Food - Initial - per annum | 1,418.00 | 0.00% | 0.00 | 1,418.00 | |
| - Annual Street Trading Consent - Food - Renewal - per annum | 1,301.00 | 0.00% | 0.00 | 1,301.00 | |
| - Annual Street Trading Consent - Non Food - Initial - per annum | 1,183.00 | 0.00% | 0.00 | 1,183.00 | |
| - Annual Street Trading Consent - Non Food - Renewal - per annum | 1,064.00 | 0.00% | 0.00 | 1,064.00 | |
| - Animal Boarding - Initial | 120.00 | 5.00% | 6.00 | 126.00 | To reflect cost increases |
| - Animal Boarding - Renewal | 120.00 | 5.00% | 6.00 | 126.00 | To reflect cost increases |
| - Animal Boarding - Vet fees/Animal welfare visit if applicable charged at cost | Recharged at cost | | | Recharged at cost | |
| - Dog Breeding - Initial | 120.00 | 5.00% | 6.00 | 126.00 | To reflect cost increases |
| - Dog Breeding - Renewal | 120.00 | 5.00% | 6.00 | 126.00 | To reflect cost increases |
| - Dog Breeding - Vet fees/Animal welfare visit if applicable charged at cost | Recharged at cost | | | Recharged at cost | |
| - Dangerous Wild Animals - Initial | 190.00 | 5.00% | 9.50 | 199.50 | To reflect cost increases |
| - Dangerous Wild Animals - Renewal | 190.00 | 5.00% | 9.50 | 199.50 | To reflect cost increases |
| - Dangerous Wild Animals - Vet fees/Animal welfare visit if applicable charged at cost | Recharged at cost | | | Recharged at cost | |
| - Pet Shops - Initial | 120.00 | 5.00% | 6.00 | 126.00 | To reflect cost increases |
| - Pet Shops - Renewal | 120.00 | 5.00% | 6.00 | 126.00 | To reflect cost increases |
| - Pet Shops - Vet fees / Animal welfare visit if applicable charged at cost | Recharged at cost | | | Recharged at cost | |
| - Riding Establishments | 190.00 | 5.26% | 10.00 | 200.00 | To reflect cost increases |
| - Riding Establishment - Vet fees / Animal welfare visit if applicable charged at cost | Recharged at cost | | | Recharged at cost | |
| - Control of Sex Establishments | 979.00 | 0.00% | 0.00 | 979.00 | |
| - Zoo - Initial | 120.00 | 5.00% | 6.00 | 126.00 | To reflect cost increases |
| - Zoo - Renewal | 120.00 | 5.00% | 6.00 | 126.00 | To reflect cost increases |
| - Zoo - Vet fees/Animal welfare visit if applicable charged at cost | Recharged at cost | | | Recharged at cost | |
| Acupuncture, Tattooing, Ear Piercing and Electrolysis | | | | | |

| Service Category | charge 1st April 2017 £ | %Change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|----------------------------|---------|----------------------------|-----------------------------------|---|
| - Premises | 130.00 | 0.00% | 0.00 | 130.00 | |
| - Practitioners | 85.00 | 0.00% | 0.00 | 85.00 | |
| Scrap Metal Dealers Act 2013 | | | | | |
| - Site Licence (New) | 290.00 | 0.00% | 0.00 | 290.00 | No increase - Countywide fee |
| Per Additional Site | 150.00 | 0.00% | 0.00 | 150.00 | No increase - Countywide fee |
| - Collectors Licence (New) | 145.00 | 0.00% | 0.00 | 145.00 | No increase - Countywide fee |
| - Site Licence (Renewal) | 240.00 | 0.00% | 0.00 | 240.00 | No increase - Countywide fee |
| Per Additional Site | 150.00 | 0.00% | 0.00 | 150.00 | No increase - Countywide fee |
| - Collectors Licence (Renewal) | 95.00 | 0.00% | 0.00 | 95.00 | No increase - Countywide fee |
| - Variation of Licence | 65.00 | 0.00% | 0.00 | 65.00 | No increase - Countywide fee |
| - Copy of Licence (if lost or stolen) | 25.00 | 0.00% | 0.00 | 25.00 | No increase - Countywide fee |
| ENVIRONMENTAL HEALTH | | | | | |
| <u>Dog Warden</u> | | | | | |
| - Penalty (statutory fee) | 25.00 | 0.00% | 0.00 | 25.00 | |
| - Kennelling Fee - £13.50 per day or part day | 13.50 | 0.00% | 0.00 | 13.50 | |
| - Kennelling Fee for dangerous dog by breed or behaviour- £20 per day | 16.00 | 25.00% | 4.00 | 20.00 | Cost increase to reflect cost recovery charges. |
| - Admin charge | 10.00 | 50.00% | 5.00 | 15.00 | Cost increase to reflect cost recovery charges. |
| - Levy for out of hours | 31.00 | 12.90% | 4.00 | 35.00 | |
| - Repeat offence levy | 25.00 | 0.00% | 0.00 | 25.00 | |
| GAMBLING FEES | | | | | |
| <u>Premises Licence Fees - Discretionary</u> | | | | | |
| <u>Bingo Premises</u> | | | | | |
| - Grant | 2,128.00 | 0.00% | 0.00 | 2,128.00 | |
| - Annual Fee | 626.00 | 0.00% | 0.00 | 626.00 | |
| - Variation | 1,064.00 | 0.00% | 0.00 | 1,064.00 | |
| - Transfer | 730.00 | 0.00% | 0.00 | 730.00 | |
| - Application for Provisional Statement | 2,128.00 | 0.00% | 0.00 | 2,128.00 | |
| - Licence Application (Provisional Statement Holders) | 730.00 | 0.00% | 0.00 | 730.00 | |
| - Copy of Licence | 25.00 | 0.00% | 0.00 | 25.00 | Statutory charge - cannot be above £25 |
| - Notification of Change | 50.00 | 0.00% | 0.00 | 50.00 | Statutory charge - cannot be above £50 |
| - Re-instatement Fee | 730.00 | 0.00% | 0.00 | 730.00 | |
| <u>Adult Gaming Centre</u> | | | | | |
| - Grant | 1,216.00 | 0.00% | 0.00 | 1,216.00 | |
| - Annual Fee | 626.00 | 0.00% | 0.00 | 626.00 | |
| - Variation | 626.00 | 0.00% | 0.00 | 626.00 | |
| - Transfer | 730.00 | 0.00% | 0.00 | 730.00 | |
| - Application for Provisional Statement | 1,216.00 | 0.00% | 0.00 | 1,216.00 | |
| - Licence Application (Provisional Statement Holders) | 730.00 | 0.00% | 0.00 | 730.00 | |
| - Copy of Licence | 25.00 | 0.00% | 0.00 | 25.00 | Statutory charge - cannot be above £25 |
| - Notification of Change | 50.00 | 0.00% | 0.00 | 50.00 | Statutory charge - cannot be above £50 |
| - Application by Re-instatement | 730.00 | 0.00% | 0.00 | 730.00 | |
| <u>Family Entertainment Centre</u> | | | | | |
| - Grant | 1,216.00 | 0.00% | 0.00 | 1,216.00 | |
| - Annual Fee | 578.00 | 0.00% | 0.00 | 578.00 | |
| - Variation | 626.00 | 0.00% | 0.00 | 626.00 | |
| - Transfer | 608.00 | 0.00% | 0.00 | 608.00 | |
| - Application for Provisional Statement | 1,216.00 | 0.00% | 0.00 | 1,216.00 | |
| - Licence Application (Provisional Statement Holders) | 608.00 | 0.00% | 0.00 | 608.00 | |
| - Copy of Licence | 25.00 | 0.00% | 0.00 | 25.00 | Statutory charge - cannot be above £25 |
| - Notification of Change | 50.00 | 0.00% | 0.00 | 50.00 | Statutory charge - cannot be above £50 |
| - Application by Re-instatement | 596.00 | 0.00% | 0.00 | 596.00 | |

| Service Category | charge 1st April 2017 £ | %Change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|--|----------------------------|---------|----------------------------|-----------------------------------|--|
| <u>Betting Premises (excluding tracks)</u> | | | | | |
| - Grant | 1,817.00 | 0.00% | 0.00 | 1,817.00 | |
| - Annual Fee | 364.00 | 0.00% | 0.00 | 364.00 | |
| - Variation | 908.00 | 0.00% | 0.00 | 908.00 | |
| - Transfer | 727.00 | 0.00% | 0.00 | 727.00 | |
| - Application for Provisional Statement | 1,817.00 | 0.00% | 0.00 | 1,817.00 | |
| - Licence Application (Provisional Statement Holders) | 727.00 | 0.00% | 0.00 | 727.00 | |
| - Copy of Licence | 25.00 | 0.00% | 0.00 | 25.00 | Statutory charge - cannot be above £25 |
| - Notification of Change | 50.00 | 0.00% | 0.00 | 50.00 | Statutory charge - cannot be above £50 |
| - Application by Re-instatement | 730.00 | 0.00% | 0.00 | 730.00 | |
| <u>Betting Premises (Including Tracks)</u> | | | | | |
| - Grant | 1,817.00 | 0.00% | 0.00 | 1,817.00 | |
| - Annual Fee | 364.00 | 0.00% | 0.00 | 364.00 | |
| - Variation | 908.00 | 0.00% | 0.00 | 908.00 | |
| - Transfer | 727.00 | 0.00% | 0.00 | 727.00 | |
| - Application for Provisional Statement | 1,817.00 | 0.00% | 0.00 | 1,817.00 | |
| - Licence Application (Provisional Statement Holders) | 727.00 | 0.00% | 0.00 | 727.00 | |
| - Copy of Licence | 25.00 | 0.00% | 0.00 | 25.00 | Statutory charge - cannot be above £25 |
| - Notification of Change | 50.00 | 0.00% | 0.00 | 50.00 | Statutory charge - cannot be above £50 |
| - Application by Re-instatement | 730.00 | 0.00% | 0.00 | 730.00 | |
| <u>Temporary Event Use Notice</u> | | | | | |
| - Grant | 304.00 | 0.00% | 0.00 | 304.00 | |
| - Copy of Licence | 15.00 | 0.00% | 0.00 | 15.00 | |
| GAMBLING ACT PERMIT FEES - STATUTORY | | | | | |
| <u>Licensed Premises Gaming Machine Permit</u> | | | | | |
| - Grant | 150.00 | 0.00% | 0.00 | 150.00 | |
| - Existing operator grant | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Variation | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Transfer | 25.00 | 0.00% | 0.00 | 25.00 | |
| - Annual Fee | 50.00 | 0.00% | 0.00 | 50.00 | |
| - Change of name | 25.00 | 0.00% | 0.00 | 25.00 | |
| - Copy of Permit | 15.00 | 0.00% | 0.00 | 15.00 | |
| <u>Licensed Premises Automatic Notification Process</u> | | | | | |
| - Grant | 50.00 | 0.00% | 0.00 | 50.00 | |
| <u>Club Gaming Permits</u> | | | | | |
| - Grant | 200.00 | 0.00% | 0.00 | 200.00 | |
| - Grant (Club Premises Certificate holder) | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Existing operator grant | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Variation | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Renewal | 200.00 | 0.00% | 0.00 | 200.00 | |
| - Renewal (Club Premises Certificate holder) | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Annual Fee | 50.00 | 0.00% | 0.00 | 50.00 | |
| - Change of Name | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Copy of Permit | 15.00 | 0.00% | 0.00 | 15.00 | |
| <u>Club Machine Permits</u> | | | | | |
| - Grant | 200.00 | 0.00% | 0.00 | 200.00 | |
| - Grant (Club Premises Certificate holder) | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Existing operator grant | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Variation | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Renewal | 200.00 | 0.00% | 0.00 | 200.00 | |
| - Renewal (Club Premises Certificate holder) | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Annual Fee | 50.00 | 0.00% | 0.00 | 50.00 | |

| Service Category | charge 1st April 2017 £ | %Change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|----------------------------|---------|----------------------------|-----------------------------------|----------|
| - Copy of Permit | 15.00 | 0.00% | 0.00 | 15.00 | |
| - Change of Name | 25.00 | 0.00% | 0.00 | 25.00 | |
| - Transfer of Permit | 25.00 | 0.00% | 0.00 | 25.00 | |
| <u>Family Entertainment Centre Gaming Machine Permit</u> | | | | | |
| - Grant | 300.00 | 0.00% | 0.00 | 300.00 | |
| - Existing operator grant | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Change of name | 25.00 | 0.00% | 0.00 | 25.00 | |
| - Renewal | 300.00 | 0.00% | 0.00 | 300.00 | |
| - Copy of Permit | 15.00 | 0.00% | 0.00 | 15.00 | |
| <u>Prize Gaming Permits</u> | | | | | |
| - Grant | 300.00 | 0.00% | 0.00 | 300.00 | |
| - Existing operator grant | 100.00 | 0.00% | 0.00 | 100.00 | |
| - Change of name | 25.00 | 0.00% | 0.00 | 25.00 | |
| - Renewal | 300.00 | 0.00% | 0.00 | 300.00 | |
| - Copy of Permit | 15.00 | 0.00% | 0.00 | 15.00 | |
| - Transitional Application Fee | 100.00 | 0.00% | 0.00 | 100.00 | |
| <u>Small Lottery Registration (statutory)</u> | | | | | |
| - Grant | 40.00 | 0.00% | 0.00 | 40.00 | |
| - Annual fee | 20.00 | 0.00% | 0.00 | 20.00 | |
| <u>Premises Licences & Club Premises Certificates Fees - Statutory Licensing Act 2003</u> | | | | | |
| The fees for applications for new licenses, or variations are set according to the rateable value of the premises to be licensed | | | | | |
| <u>Band:</u> | | | | | |
| A (0 - 4,300) | | | | | |
| Initial Fee | 100.00 | 0.00% | 0.00 | 100.00 | |
| Annual Charge | 70.00 | 0.00% | 0.00 | 70.00 | |
| B (4,301 - 33,000) | | | | | |
| Initial Fee | 190.00 | 0.00% | 0.00 | 190.00 | |
| Annual Charge | 180.00 | 0.00% | 0.00 | 180.00 | |
| C (33,001 - 87,000) | | | | | |
| Initial Fee | 315.00 | 0.00% | 0.00 | 315.00 | |
| Annual Charge | 295.00 | 0.00% | 0.00 | 295.00 | |
| D (87,001 - 125,000) | | | | | |
| Initial Fee | 450.00 | 0.00% | 0.00 | 450.00 | |
| Annual Charge | 320.00 | 0.00% | 0.00 | 320.00 | |
| E (125,001 & over) | | | | | |
| Initial Fee | 635.00 | 0.00% | 0.00 | 635.00 | |
| Annual Charge | 350.00 | 0.00% | 0.00 | 350.00 | |
| Property not subject to non-domestic rates will fall into Band A. Properties, which have not yet been constructed will fall into band C. | | | | | |
| For premises whose business is mainly alcohol-related (not Registered Clubs) fees for Premises in Band D and E are as follows | | | | | |
| D(x2) (87,001 - 125,000) | | | | | |
| Initial Fee | 900.00 | 0.00% | 0.00 | 900.00 | |
| Annual Charge | 640.00 | 0.00% | 0.00 | 640.00 | |
| E(x2) (125,001 & over) | | | | | |
| Initial Fee | 1,905.00 | 0.00% | 0.00 | 1,905.00 | |
| Annual Charge | 1,050.00 | 0.00% | 0.00 | 1,050.00 | |

| Service Category | charge 1st April 2017 £ | %Change | increase/ decrease £ | Proposed charge from 2018 £ | Comments |
|---|--|---|--|--|----------|
| <p>Large Events An additional fee will be charged where the maximum number of persons exceeds 5000 at a licensable event. Please contact the Licensing Section for further details.</p> <p>Personal Licence Temporary Event Notice (Per Notice)</p> <p>Exemptions Church Halls, Community Halls, Village Halls, or other similar building etc. are exempt from paying any fees for a premises licence authorising ONLY the provision of regulated entertainment. If the retail of alcohol is to be included in the Premises Licence, the full fee will be payable as outlined above.</p> <p>No fees are payable by an educational institution, such as a school or a college (whose pupils/students have not attained the age of 19) for a premises licence authorising ONLY the provision of regulated entertainment providing that is for and on behalf of the educational institution.</p> <p>Application for copy of licence or summary on theft, loss etc. Notification of change of name or address (holder of premises licence) Application to vary the Designated Premises Supervisor Application to transfer a premises licence Interim authority notice following death etc. of licence holder Application for making of a provisional statement Application for copy of certificate or summary on theft, loss etc. Notification of change of name or alteration of club rules Change of relevant registered address of club Temporary Event Notices Application for copy of licence on theft, loss etc. of temporary event notice Application for copy of licence on theft, loss etc. of personal licence Notification of change of name or address (Personal Licence) Notice of interest in any premises Minor variation application</p> <p>Should you need assistance in determining which level of fee you are required to pay, please contact the Worcestershire Regulatory Services Licensing Section on (01905) 822799 Alternatively email -wrsenquiries@worcestershire.gov.uk In all cases, cheques must be made payable to 'Redditch Borough Council'</p> | <p>37.00 21.00</p> <p>10.50 10.50 23.00 23.00 23.00 315.00 10.50 10.50 10.50 21.00 10.50 10.50 10.50 21.00 89.00</p> | <p>0.00% 0.00%</p> <p>0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%</p> | <p>0.00 0.00</p> <p>0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00</p> | <p>37.00 21.00</p> <p>10.50 10.50 23.00 23.00 23.00 315.00 10.50 10.50 10.50 21.00 10.50 10.50 10.50 21.00 89.00</p> | |

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EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

1 January 2018 to 30 April 2018

(published as at 1st December 2017)



This Work Programme gives details of items on which key decisions are likely to be taken by the Borough Council's Executive Committee, or full Council, in the coming four months. "Key Decisions" are ones which are likely to:

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) be significant in terms of its effect on communities living or working in the area comprising two or more wards in the Borough;
- (iii) involve any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).

If you wish to make representations on the proposed decision you are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided. Alternatively you may write to the Head of Legal, Equalities and Democratic Services, The Town Hall, Walter Stranz Square, Redditch, B98 8AH or e-mail: democratic@bromsgroveandredditch.gov.uk

The Executive Committee's meetings are normally held at 7pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527) 64252, ext: 3268 to make sure it is going ahead as planned. If you have any other queries, Democratic Services Officers will be happy to advise you. The full Council meets in accordance the Council's Calendar of Meetings. Meetings commence at 7.00pm.

EXECUTIVE COMMITTEE MEMBERSHIP

Councillor Bill Hartnett, Portfolio Holder for Community Leadership and Partnership
Councillor Joe Baker, Portfolio Holder for Community Safety and Regulatory Services
Councillor Debbie Chance, Portfolio Holder for the Local Environment
Councillor Greg Chance, Portfolio Holder for Planning, Regeneration, Economic Development and Transport
Councillor John Fisher, Portfolio Holder for Corporate Management
Councillor Mark Shurmer, Portfolio Holder for Housing
Councillor Pat Witherspoon, Portfolio Holder for Leisure and Tourism
Councillor Juliet Brunner
Councillor Brandon Clayton

| Decision including Whether it is a key Decision | Decision Taker Date of Decision | Details of Exempt information (if any) | Documents submitted to Decision Maker / Background Papers List | Contact for Comments |
|--|---|--|---|---|
| Council Tax Base 2018/19 Key: No | Executive 16 Jan 2018 | | Report of the Executive Director Finance and Resources | Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207 |
| Economic Priorities for Redditch Annual Report Key: No | Executive 16 Jan 2018 | | Report of the Head of North Worcestershire Economic Development and Regeneration | Dean Piper, Head of Economic Development and Regeneration Tel: 01562 732192 |
| HRA Initial Budget 2018/19 - 2020/21 Key: No | Executive 16 Jan 2018 Council 29 Jan 2018 | | Report of the Executive Director Finance and Resources and Head of Housing Services | Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207 |
| Medium Term Financial Plan - Update Report Key: No | Executive 16 Jan 2018 Executive 6 Feb 2018 | | Report of the Executive Director of Finance and Corporate Resources | Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207 |
| Redditch Business Centres Review Key: No | Executive 16 Jan 2018 Council 29 Jan 2018 | | Report of the North Worcestershire Head of Economic Development and Regeneration | Steve Singleton Tel: 01562 732168 |

| Decision including Whether it is a key Decision | Decision Taker Date of Decision | Details of Exempt information (if any) | Documents submitted to Decision Maker / Background Papers List | Contact for Comments |
|---|--|--|---|--|
| Redditch Business Improvement District Key: No | Executive 16 Jan 2018 Council 29 Jan 2018 | | Report of the Executive Director of Finance and Corporate Resources | Lyndsey Berry, Town Centre Co-Ordinator/Planning Officer Tel: 01527 587002 |
| Service Delivery Options - HRA Gas Maintenance Key: Yes | Executive Not before 16th Jan 2018 | Likely to be considered in exempt session. | Report of the Deputy Chief Executive | Sue Hanley, Deputy Chief Executive and Executive Director (Leisure, Environmental & Community Services) Tel: 01527 64252 ext 3601 |
| Voluntary and Community Sector Grant programme 2018/19 - funding recommendations Key: No | Executive 16 Jan 2018 Council 29 Jan 2018 | | Report of the Head of Community Services | Helen Broughton, Redditch Partnership Manager Tel: 01527 64252 ext 3237 |
| Water Safety Policy Key: No | Executive 16 Jan 2018 Council 29 Jan 2018 | | Report of the Head of Leisure and Cultural Services | Ray Cooke, Leisure Services Manager Tel: 01527 64252 ext 3248 |
| Flexible Homelessness Support Grant (including Homelessness Reduction Act new burdens funding) Key: No | Executive 16 Jan 2018 | | Report of the Head of Community Services | Derek Allen, Housing Strategy Manager, Amanda Glennie Tel: 01527 881278, |

| Decision including Whether it is a key Decision | Decision Taker Date of Decision | Details of Exempt information (if any) | Documents submitted to Decision Maker / Background Papers List | Contact for Comments |
|---|---|--|--|--|
| Matchborough and Winyates District Centre Redevelopment Consultation Key: Yes | Executive Not before 6th Feb 2018 | | Report of the Head of Planning and Regeneration | Emma Baker, Principle Planning Officer Tel: 01527 64252 ext 3034 |
| One Public Estate Exercise Key: Yes | Executive 6 Feb 2018 | | Report of the Chief Executive | Dean Piper, Head of Economic Development and Regeneration Tel: 01562 732192 |
| Pay Policy 2018-19 Key: No | Executive 6 Feb 2018 Council 19 Feb 2018 | | Report of the Head of Transformation and Organisational Development | Becky Talbot, Human Resources and Development Manager Tel: 01527 64252 ext 3385 |
| Performance Update Report Key: No | Executive 6 Feb 2018 | | Report of the Head of Business Transformation and Organisational Development | Rebecca Dunne, Policy Manager Tel: 01527 881616 |
| Worcestershire Office for Data and Analytics (WODA) - Endorsement of Data Sharing Charter Key: No | Executive 6 Feb 2018 Council 9 Apr 2018 | | Report of the Head of Business Transformation and Organisational Development | Deb Poole, Head of Business Transformation and Organisational Development Tel: 01527 881256 |

| Decision including Whether it is a key Decision | Decision Taker Date of Decision | Details of Exempt information (if any) | Documents submitted to Decision Maker / Background Papers List | Contact for Comments |
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| Medium Term Financial Plan 2018/19 - 2021/22 and Council Tax Setting Key: No | Executive 19 Feb 2018 Council 19 Feb 2018 | | Report of the Executive Director of Finance and Corporate Resources | Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207 |
| Anti Social Behaviour Crime and Policing Act 2014 - Implementation of Provisions Key: No | Executive 27 Mar 2018 Council 9 Apr 2018 | | Report of the Head of Community Services | Bev Houghton, Community Safety Manager (Redditch and Bromsgrove) Tel: 01527 64252 ext 3656 |
| Civil Contingencies Short Sharp Review - Final Report Key: No | Executive 27 Mar 2018 | | Report of the Chair of the Civil Contingencies Short Sharp Review | Jess Bayley, Senior Democratic Services Officer (Redditch) Tel: 01527 64252 ext 3268 |
| Finance Monitoring and Efficiency Plan Update - Quarter 3 2017/18 Key: No | Executive 27 Mar 2018 | | Report of the Executive Director Finance and Resources | Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207 |
| Leisure and Cultural Services Business Case Key: No | Executive 27 Mar 2018 Council 9 Apr 2018 | This may partly be considered in exempt session | Report of the Head of Leisure and Cultural Services | John Godwin, Head of Leisure and Cultural Services Tel: 01527 881762 |

| Decision including Whether it is a key Decision | Decision Taker Date of Decision | Details of Exempt information (if any) | Documents submitted to Decision Maker / Background Papers List | Contact for Comments |
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| Risk Management Strategy Key: No | Executive 27 Mar 2018 Council 9 Apr 2018 | | Report of the Executive Director of finance and Corporate Resources | Jayne Pickering, Executive Director, Finance and Resources Tel: 01527 881207 |
| Overview and Scrutiny Annual Report 2017/18 Key: No | Council 9 Apr 2018 | | Report of the Overview and Scrutiny Committee | Jess Bayley, Senior Democratic Services Officer (Redditch) Tel: 01527 64252 ext 3268 |