

REPORT TO: Executive Board

DATE: 16 March 2017

REPORTING OFFICER: Strategic Director – Enterprise, Community & Resources

PORTFOLIO: Resources

SUBJECT: Review of Council wide Fees and Charges

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 In conjunction with the annual budget review, it is proposed to charge the fee rates for services in accordance with the schedules shown in Appendix A, B and C. This report presents the proposed fees and charges for 2017/18 for services provided by both of the Council's Directorates.

2.0 RECOMMENDATION: That the proposed fees and charges for 2017/18 as set out in Appendix A and for 2018/19 as set out in Appendices B and C, be approved.

3.0 SUPPORTING INFORMATION

3.1 The review of fees and charges has been carried out as part of the budget preparations for 2017/18. Generally fees and charges have been set to ensure the Council recovers costs incurred as a result of providing the service the fee is payable for. It is proposed that existing fees and charges be increased generally in line with inflation; others have been reviewed with consideration given to the impact of the price change.

3.2 For consistency, all fees which are subject to VAT are shown as exclusive of VAT.

3.3 As part of the in-year budget monitoring process, actual income from fees and charges will be regularly reviewed against budgeted income.

3.4 The schedule in Appendix A includes a number of statutory fees which may increase during the coming financial year and therefore the relevant fees will be increased accordingly. Appendix B to the report covers chargeable rates for The Brindley and Registrars service for financial year 2018/19.

4.0 POLICY IMPLICATIONS

4.1 The effects of the proposed changes have been incorporated into budgets for 2017/18. As per the Medium Term Financial Strategy budgeted income for 2017/18 has been increased by 2%, except where additional increases have been proposed as saving items or statutory fee increases apply. Individual fees

and charges have been reviewed and increases proposed by Service Managers which also reflect the particular circumstances of each area.

5.0 FINANCIAL IMPLICATIONS

5.1 The financial implications are as presented in the report and appendices.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

There are no implications for this priority.

6.2 Employment, Learning and Skills in Halton

There are no implications for this priority.

6.3 A Healthy Halton

There are no implications for this priority.

6.4 A Safer Halton

There are no implications for this priority.

6.5 Halton's Urban Renewal

There are no implications for this priority.

7.0 RISK ANALYSIS

7.1 There is a requirement for the fees to be paid and in order to avoid the risk of them not being paid; the fees should be received before the service is provided.

7.2 The Council's budget assumes an increase in fees and charges income in line with those proposed in the Medium Term Financial Strategy. If increases are not approved it may lead to a shortfall in budgeted income targets.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are no Equality and Diversity implications arising as a result of the proposed action.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

9.1 There are no background papers under the meaning of the Act.

ENVIRONMENTAL INFORMATION**REQUESTS FOR INFORMATION REGARDING POTENTIALLY CONTAMINATED LAND**

	2016/17	2017/18
Land contamination reports for a given property or site is issued detailing all information held by HBC relating to known or potential contamination including historical, land use, landfill locations and details of site investigations and remediation contamination. The charge varies depending on the size of the site for which information is requested:-		
For premises equivalent to less than 10 hectares in size, (e.g. a Single Domestic Property or a Small Factory Unit)		
(i) The premises site only	73.50	73.50
(ii) Any search of the premises site and the land within 250 metres of the site boundaries	115.50	115.50
(iii) Any search of the premises site and the land within 500 metres of the site boundaries	194.25	194.25
(iv) Any search of the premises site and the land within 1000 metres of the site boundaries	262.50	262.50
For premises equivalent to more than 10 hectares in size, (e.g. a Housing estate or a large factory unit)		
(i) The premises site only	115.50	115.50
(ii) Any search of the premises site and the land within 250 metres of the site boundaries	194.25	194.25
(iii) Any search of the premises site and the land within 500 metres of the site boundaries	262.50	262.50

LICENCE FEES

HACKNEY CARRIAGE & PRIVATE HIRE CHARGES	2016/17	2017/18
Single Status Driver		
First Grant (max 3 year licence)	189.00	193.00
First Grant - inc DBS (max 3 year licence)	233.00	237.00
Renewal (max 3 year licence)	172.50	176.00
Renewal - inc DBS (max 3 year licence)	216.50	220.00
Replacement Badges	12.00	12.25
Vehicle Licence		
Grant and Renewals 1 Year – Hackney Carriage ++ ##	222.50	227.00
Grant and Renewals 1 Year – Private Hire ++ ##	224.50	229.00
Temporary Transfer Fees (Licence issued for a maximum of 2 months)	87.50	89.25
Replacement Vehicle Plate (each)	17.50	18.00
Replacement Bracket (each)	17.50	18.00
Replacement Doors Stickers Private Hire (Pair)	23.50	24.00
Replacement Internal plate	12.00	12.25
Change to Personalised Number Plate	52.00	53.00
Private Hire Operator Licence:	270.00	275.50
Private Hire Operator Licence (5 years)	540.00	551.00
Replacement or duplicate paper licence or other document	6.50	6.50
LOWERHOUSE LANE DEPOT FEES:		
Hackney Carriage & Private Hire		
Hackney Carriage and Private Hire - Vehicle Test Fee	58.00	59.00
Hackney Carriage and Private Hire - Vehicle Re-test Fee	23.00	23.50
Hackney Carriage and Private Hire - Vehicle Test Un-notified		
Cancellation Fee	22.00	22.50

NOTES

Hackney Carriage and Private Hire - ++Includes Taximeter Sealing Fee

Owners of Private Hire Vehicles that are not equipped with meters may apply for the meter charge to be discounted from the annual licence fee ## Unless part of a single transaction involving a simultaneous grant in which case £29.00

LICENCE FEES (OTHER THAN HACKNEY CARRIAGE AND PRIVATE HIRE CHARGES)	2016/17	2017/18
(1) Dangerous Wild Animals	69.50	71.00
(2) Pet Shops	69.50	71.00
(3) Animal Boarding Establishments	69.50	71.00
(4) Riding Establishments	69.50	71.00
(5) Breeding of Dogs	69.50	71.00
(6) Street Trading		
First Grant & Renewal	380.25	388.00
Additional Vehicles (Per Vehicle)	189.10	193.00
"Static" First Grant	439.70	448.00
Change of Vehicle	29.25	29.75
Daily Fee for Temporary Extension of Existing Consent (max 5 days per year)	64.60	66.00
Daily Fee for Temporary Consent (max 5 days per year)	98.40	100.00
(7) Hawkers etc. Cheshire County Council Act	230.55	235.00
(8) House to House Collections	Nil	Nil
(9) Street Collections	Nil	Nil
(10) Scrap Metal Dealers	192.20	196.00
(11) Sex Establishments	1418.10	1,446.50
(12) Licensing Act 2003	HBC website	HBC website
(13) Gambling Act 2005	HBC website	HBC website
(14) Hypnotism	Nil	Nil
(15) Performing Animals	Nil	Nil

NOTES

The fee charged for items 1, 2, 3, 4, and 5 will be increased by the cost of any fees paid out for specialist reports required before a Licence is granted plus 15%.

Item 11 The expression "Sex Establishment" includes Sex Entertainment Venues, Sex Cinemas and Sex Shops

LOCAL LAND CHARGES (Search Fees)	2016/17	2017/18
Official Certificate (LLC1)	30.00	30.00
Form CON29R	80.00	80.00
Official Search (LLC1 & CON29)	110.00	110.00
Each additional (LLC1) parcel*	5.00	5.00
Each additional (CON29) parcel*	80.00	80.00
CON29O Optional Enquiries (per person, per parcel)	12.00	12.00
Each Additional Enquiry	26.00	26.00
Personal Search	No Charge	No Charge

*Parcel of land means land (including a building or part of a building) which is separately occupied or separately rated, in separate ownership. For the purposes of this definition an owner is a person who (in his own right or as a trustee for another person) is entitled to receive the rack rent of land, or, where the land is not a rack rent, would be so entitled if it were so let.

ROAD TRAFFIC REGULATION ACT 1984	2016/17	2017/18
	753.75 (min charge)	1,500.00
Temporary Order at request of a third party - *	£1407.00)	
Temporary Order at request of non-commercial organisations – Section 16A plus actual cost of advertising	105.00	£100.00 plus advertising
Permanent Order	At Cost plus 15% Administration Fee	At Cost plus 15% Administration Fee
Temporary Closure Notice (incl emergency) at request of a third party	328.25	£350.00
Diversionary Notice at request of a third party	277.75	£300.00
HIGHWAYS ACT 1980		
Applying to the Magistrates Court for an Order to stop up or divert a highway	606.00	620.00
- Permanent closure (Excluding appeal costs) Also applies to closures/diversions under Town & Country Planning Act 1990	Plus Technical & Advertising Costs	Plus Technical & Advertising Costs
Issuing of Scaffolding/Hoarding permit	65.65 Plus £20.20 per week or part of thereof	£70.00 plus £20.00 per week or part of thereof
Issuing of Skip Permit – Initial Fee (up to 14 days)	21.20	£25.00
Skip Permit – Additional periods (each additional 7 days)	11.10	£15.00
Skip found without a licence (plus current permit fee)	60.60	£65.00
Removal of unauthorised skip (minimum £189.00 plus £15.50 per day storage)	At Cost	At cost plus 15% administration fee
Issuing of permits to erect structures/equipment over or under the highway (Minimum £80)	At Cost	At Cost
Construction of vehicular crossings on footways	As agreed by the Strategic Director – Enterprise, Community & Resources	As agreed by the Strategic Director – Enterprise, Community & Resources
Section 38 Agreements	9% of works cost. Minimum charge £2,512	10% of works cost. Minimum charge £2,562
NOTE: If construction of road foundation commences before agreement is in place, then an additional fee of £2,562.00 will be payable		
PLUS Legal Agreement fee as detailed below		
(a) Basic Agreement	753.75	755.00
(b) Moderately Complex Agreement	1,256.25	1,258.00
(c) Highly Complex Agreement	2,010.00	2,012.00
NOTE: The Council will determine the appropriate agreement		
Section 278 Agreements	As agreed by the Strategic Director – Enterprise, Community & Resources	As agreed by the Strategic Director – Enterprise, Community & Resources
Alfresco Dining Areas Licence		
- First Licence	301.50	310.00
- Renewal of Licence	85.50	90.00
'A' Board Licence – Per Annum	51.25	55.00
Shop Displays Licence – Per Annum	100.50	110.00

	2016/17	2017/18
Other Part VIIa e.g. Promotions & Leisure – Commercial Organisations	141.50 Per licence for up to one week.	150.00 Per licence for up to one week.
(Applications made within 7 working days of the event will incur an additional administration fee of £120.00)		
Other Part VIIa e.g. Promotions & Leisure – Non-Commercial Organisations	As agreed by the Strategic Director – Enterprise, Community & Resources	As agreed by the Strategic Director – Enterprise, Community & Resources
Minor Highways Works Permits NOTE: The refundable cash bond is the value of the works as determined by the Council	1,515.00 plus refundable cash bond	1,515.00 plus refundable cash bond
Clearance of Accident Debris/Unauthorised obstructions on the Highway	At Cost plus 15% Administration Fee	At Cost plus 15% Administration Fee
Structural checking and technical approval of highways structures	As agreed by the Strategic Director – Enterprise, Community & Resources	As agreed by the Strategic Director – Enterprise, Community & Resources
Relocation of lighting column at request of third party		
Commercial Organisations	At Cost plus 15% Administration Fee	At Cost plus 15% Administration Fee
Non-commercial organisations	606.00 contribution towards actual cost	610.00 contribution towards actual cost
HIGHWAY SEARCHES		
Letter and plan showing adopted highway	51.00	52.00
Additional questions	15.50	16.00
SIGNING		
Design and Erection of a Traffic Sign(s) at the request of a third party	At Cost plus 15% Administration Fee	At Cost plus 15% Administration Fee
Initial Assessment of Application for Tourism Signs	105.00	110.00
Provision of H Bar Road Markings	80.00	85.00
Authorisation of Temporary Direction Signs (Normally for Housing Developments and Temporary Events)	135.00	140.00
Provision of Disabled Persons Parking Space (subject to meeting criteria)	No charge subject to meeting criteria	No charge subject to meeting criteria
TRAFFIC SIGNALS		
Supply of Information on Operation of Traffic Signals	185.00	200.00
Switching Off Traffic Signals and Bagging Overhead	385.00	400.00
Bagging over traffic signal head	65.00	70.00
Bagging over pedestrian push button / demand unit	35.00	35.00

	2016/17	2017/18
Temporary Portable Traffic Signals (Multi Phase) (Administration Fee)	135.00	150.00
BUILDING ACT 1984 Section 18		
Legal Charge for supplying and administering agreements (together with design checking and supervision charges as determined by the Strategic Director- Community & Resources)	210.00	210.00
STREET NAMING AND NUMBERING		
Up to 2 Dwellings	31.00	32.00
Between 3 and 10 dwellings	117.00	119.00
Schemes Over 10 dwellings	340.00	347.00
ROAD SAFETY		
Supply of Accident Data (per road/junction for up to 3 years)	130.00	150.00
Road Safety Courses	As agreed by the Strategic Director – Enterprise, Community & Resources	As agreed by the Strategic Director – Enterprise, Community & Resources
Junior Road Safety Officers Support to Each School for One Year	85.00	90.00
TRAFFIC DATA		
Supply of Automatic Traffic Count Data	125.00	130.00
Carry out Automatic Traffic Count (including provision of data in Excel format)	275.00	300.00
CLOSURE OF BUS STOPS FOR ROADWORKS		
Closure of Bus Stop for Roadworks (per stop)	160.00	167.00
Commissioning of Temporary Stop (per stop)	160.00	167.00
Bus Stop Closure Notice and Notice to the Public (per stop)	85.00	89.00
Section 50 - Street Works Income (i) New Apparatus:		
Administration Fee (non returnable)	162.00	170.00
Capitalised Fee in Lieu of Annual Charges	215.00	230.00
Inspection Charges (maximum of 3) (Set Nationally)	155.00	150.00
Section 50 - Street Works Income (ii) Existing Apparatus:		
Administration Fee (non returnable)	162.00	170.00
Inspection Charges (maximum of 3) (Set Nationally)	155.00	150.00
Some New Road and Street Works Charges are Statutory Fees (as indicated above) and are subject to change during 2017/18		
	2016/17	2017/18
Health & Safety Advice to Academies		
Primary and Special Needs Schools	1,260.00	1,290.00
Secondary Schools	1,575.00	1,600.00
All Through Schools	2,310.00	2,500.00
Academy Trusts	As agreed by the Strategic Director – Enterprise, Community & Resources	As agreed by the Strategic Director – Enterprise, Community & Resources

	2016/17	2017/18
Miscellaneous		
Supply Photocopy of the Following:		
Building Regulation Approval or Completion Certificate and planning decision notice (max 4 pages)	29.00	30.00
Any Other Chargeable Documents	39.00	40.00
Assistance from Council Staff to Extract, Interpret or Describe this Material	29.00	30.00
A4 Aerial Photograph	As A4 Doc	As A4 Doc
Copy of tree preservation order	As A4 Doc	As A4 Doc
Copy of Consultant Report	69.00	70.00
Copy of larger format plans	15.00	16.00
Map Production:		
Admin Charge - inclusive of copying of first sheet.	14.50	15.00
A4 –per subsequent sheet.	0.65	0.70
A3 - per subsequent sheet	0.90	1.00
A2 –per subsequent sheet	1.65	1.70
A1 - per subsequent sheet	6.60	6.65
A0 - per subsequent sheet	10.60	10.65
Price per Copy (Colour)		
A4 –per subsequent sheet.	1.60	1.70
A3 - per subsequent sheet	2.10	2.20
A2 –per subsequent sheet	3.60	3.70
A1 - per subsequent sheet	12.60	12.70
A0 - per subsequent sheet	20.60	20.70
Price Per Disc - CD-R	56.00	58.00
Price Per Disc – DVD-R	70.00	72.50
Assistance from Council Staff to Extract, Interpret or Describe Material	100.00	110.00
Flat Rate to be Added for Access to OS Data	16.00	17.00
Weekly List of Planning Applications to Non-Public Authority Applicants for One Year	355.00	355.00
Provision of Non-Statutory Info. – Per Question (Estate Agents etc.)	45.00	47.00
Provision of Non-Statutory Info. – Per Question Reporting Conditions Compliance	70.00	72.00
Section 106, Town & Country Planning Act 1990:		
Charges to Developers for Preparation of Agreements Under Above Legislation Relating to Adoption of Open Space, Together with Supervision		
Legal & Supervision Costs	Appropriate fee agreed As agreed by the Strategic Director – Enterprise, Community & Resources	Appropriate fee agreed As agreed by the Strategic Director – Enterprise, Community & Resources
Other Section 106 Agreements		

BUILDING CONTROL

Plan Charge: New Dwellings 2017/18

Number of House Types (Design)																						
Number of Dwellings		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
	1	240																				
	2	246	336																			
	3	252	342	432																		
	4	258	348	438	528																	
	5	264	354	444	534	624																
	6	270	360	450	540	630	720															
	7	276	366	456	546	636	726	816														
	8	282	372	462	552	642	732	822	912													
	9	288	378	468	558	648	738	828	918	1008												
	10	294	384	474	564	654	744	834	924	1014	1104											
	11	300	390	480	570	6660	750	840	930	1020	1100	1200										
	12	306	396	486	576	666	756	846	936	1026	1116	1206	1296									
	13	312	402	492	582	672	762	852	942	1032	1122	1212	1302	1392								
	14	318	408	498	588	678	768	858	948	1038	1128	1218	1308	1398	1488							
	15	324	414	504	594	684	774	864	954	1044	1134	1224	1314	1404	1494	1584						
	16	330	420	510	600	690	780	870	960	1050	1140	1230	1320	1410	1500	1590	1680					
	17	336	426	516	606	696	786	876	966	1056	1146	1236	1326	1416	1506	1596	1686	1776				
	18	342	432	522	612	702	792	882	972	1062	1152	1242	1332	1422	1512	1602	1692	1782	1872			
	19	348	438	528	618	708	798	888	978	1068	1158	1248	1338	1428	1518	1608	1698	1788	1878	1968		
	20	354	444	534	624	714	804	894	984	1074	1164	1254	1344	1434	1524	1614	1704	1794	1884	1974	2064	

Additional dwellings 21 and over – an additional charge of £6 per dwelling is applicable

Site Inspection Charge: New Dwellings

No. of Dwellings	Detached Dwelling Houses		Semi-Detached Dwelling Houses		Terraced/Town Houses or Flats	
	2016/17	2017/18	2016/17	2017/18	2016/17	2017/18
1	390	390	-	-	-	-
2	648	648	540	540	-	-
3	888	888	-	-	750	750
4	1110	1110	906	906	904	904
5	1314	1314	-	-	1040	1040
6	1500	1500	1236	1236	1158	1158
7	1668	1668	-	-	1258	1258
8	1818	1818	1530	1530	1358	1358
9	1950	1950	-	-	1458	1458
10	2064	2064	1788	1788	1558	1558
11	2178	2178	-	-	1658	1658
12	2292	2292	2010	2010	1758	1758
13	2406	2406	-	-	1858	1858
14	2520	2520	2214	2214	1958	1958
15	2634	2634	-	-	2058	2058
16	2748	2748	2418	2418	2158	2158
17	2862	2862	-	-	2258	2258
18	2976	2976	2622	2622	2358	2358
19	3090	3090	-	-	2458	2458
20	3204	3204	2826	2826	2558	2558
21 and over	Additional £114 per Dwelling	Additional £114 per Dwelling	Additional £102 per dwelling	Additional £102 per dwelling	Additional £100 per dwelling	Additional £100 per dwelling

Building Notice Additional Charge: New Dwellings

No. of Dwellings	2016/17	2017/18
1	130	130
2	174	174
3	204	204
4	234	234
5	264	264
6	294	294
7	324	324
8	354	354
9	384	384
10	414	414
11	444	444
12	474	474
13	504	504
14	534	534
15	564	564
16	594	594
17	624	624
18	654	654
19	684	684
20	714	714
21 and over	Additional £30per dwelling	Additional £30per dwelling

Domestic Extensions and Alterations

Category:	Full Plans				Building Notice Charge		Regularisation Charge	
	Plan Charge		Inspection Charge		2016/17	2017/18	2016/17	2017/18
	2016/17	2017/18	2016/17	2017/18				
Extensions to Dwellings: To include: Basements, Ground Floor Single Storey, Two Storey and First Floor								
1. Extension less than 10m ²	150	150	180	180	375	375	510	510
2. Extension between 10m ² and 40m ²	150	150	300	300	495	495	660	660
3. Extension between 40m ² and 100m ²	150	150	450	450	645	645	810	810
Loft Conversions:								
4. Loft conversion no dormer	150	150	270	270	480	480	630	630
5. Loft Conversion with dormer	150	150	300	300	510	510	660	660
Detached / Attached Garages								
6. All garages less than 60m ²	150	150	180	180	360	360	450	450
Garage Conversions								
7. Alterations to garage to form a habitable room	120	120	120	120	255	255	360	360
Detached habitable building: Not a single Dwelling								
8. Detached habitable building up to 100m ²	150	150	425	425	620	620	780	780
Other Domestic Work and Alterations								
9. Structural and internal alterations with a commercial value less than £2000	150*	150*	N/A	N/A	165*	165*	225	225
10. Structural and internal alterations with a commercial value between £2001 and £5000	210*	210*	N/A	N/A	225*	225*	330	330
11. Structural and internal alterations with a commercial value between £5001 and £10000	120	120	135	135	270	270	375	375
12. Structural and internal alterations with a commercial value	135	135	180	180	330	330	450	450

between £10001 and £20000								
13. Replacement windows/doors up to 10 openings	105*	105*	N/A	N/A	105*	105*	135	135
14. Replacement windows/doors 11 or more openings	210*	210*	N/A	N/A	210*	210*	270	270
15. Installation of a heat producing appliance	195*	195*	N/A	N/A	195*	195*	240	240
16. Underpinning of existing foundations with a commercial value of less than £5000	240*	240*	N/A	N/A	240*	240*	300	300
17. Underpinning of existing foundations with a commercial value more than £5000	300*	300*	N/A	N/A	300*	300*	360	360
18. Renovation of a thermal element including existing roof, wall or floor	195*	195*	N/A	N/A	195*	195*	255	255
19. All electrical work carried out by a person not Part P registered	135*	135*	N/A	N/A	135*	135*	165	165
20. All electrical work carried out where no acceptable BS7671 test certificate is given	330*	330*	N/A	N/A	330*	330*	405	405
21. Installation of cavity wall insulation under the Competent Persons Scheme	15*	15*	N/A	N/A	15*	15*	24	24

*This charge is the combined Plan and Inspection charges and payable at time of deposit of the application.

Differential Matrix for Residential Work

When a single application involves work to be undertaken at the same time as an extension/loft conversion to the dwelling then a reduction as per below table can be applied to the estimated cost of alteration work:

	Circumstance attracting a reduction	Reduction in Building Control Charge shown in Schedule 2 when that work is being carried out at the same time that any work shown in Category 1 through to 5 in Schedule 2 is being undertaken
1	Installation or replacement of windows and or doors in a dwelling house (under 10 units)	50% of Full Plans/Building Notice Charge dependent on which application is submitted
2	Where the work comes within the scope of Schedule 2 and the estimated cost of the building work is less than £10000	50% of Full Plans/Building Notice Charge dependent on which application is submitted

Building Work to Non Domestic Buildings

	Plan Charge		Inspection Charge		Regularisation Charge	
	2016/17	2017/18	2016/17	2017/18	2016/17	2017/18
1. Replacement windows up to 10 openings	120	120	N/A	N/A	150	150
2. Replacement windows 11 or more	225	225	N/A	N/A	300	300
3. New/replacement shop front	90	90	165	165	315	315
4. Renovation of a roof, wall or floor with a commercial value of not more than £5,000	210	210	N/A	N/A	300	300
5. Renovation of a roof, wall or floor with a commercial value of between £5,001 to £10,000	120	120	120	120	315	315
6. Structural and internal alterations with a commercial value of less than £2,000	135	135	N/A	N/A	180	180
7. Structural and internal alterations with a commercial value of between £2,001 and £5,000	210	210	N/A	N/A	300	300
8. Structural and internal alterations with a commercial value of between £5,001 and £10,000	120	120	120	120	315	315
9. Structural and internal alterations with a commercial value of between £10,001 and £20,000	135	135	180	180	420	420
10. Any work not described in Items 1 to 9	Charge to be subject to project specific negotiation					

PRE APPLICATION PLANNING FEE SCHEDULE Charges for pre application are applied prior to planning requests being submitted to the Council. Planning application fees are set nationally.

	2016/17	2017/18
Site history requests	35.00	35.00
Advice for officer time regarding trees/listed buildings/conservation areas (per hour)	55.00	55.00
Planning Obligations administration and Management Fee (for monitoring obligations) (Does not include Legal Charge)	550.00	550.00
Discharge of conditions (Per Officer Per Hour)	55.00	55.00
Householder development – Unaccompanied Visit & Formal Response	55.00	55.00
Householder development – Meeting Request	110.00	110.00
Minor Development – Site Visit & Response <ul style="list-style-type: none"> • less than 3 dwellings • all non-residential schemes with a floor space less than 500sqm or sites less than 0.5ha • adverts • change of use of building(s) with a floor space less than 500sqm or sites less than 0.5ha • single wind turbines/telecoms mast with mast height under 17m 	110.00	110.00
Minor Development – Meeting Request	260.00	260.00
Intermediate development – Site Visit & Response <ul style="list-style-type: none"> • 3 to 9 dwellings • All non-residential schemes with a floor space between 500sqm and 1,000sqm or on sites between 0.5ha and 1ha • change of use of building(s) with a floor space between 500sqm and 1,000sqm or sites between 0.5ha and 1ha • other single wind turbines/telecoms mast with mast height over 17m 	210.00	210.00
Intermediate Development – Meeting Request	510.00	510.00
Major Development – Site Visit, Response & Meeting <ul style="list-style-type: none"> • 10 to 49 dwellings • All non-residential schemes with a floor space between 1,000sqm and 2,000sqm or on sites between 1ha and 2ha • change of use of building(s) with a floor space between 1,000sqm and 2,000sqm or sites between 1ha and 2ha • 2 to 9 wind turbines 	760.00	760.00
Significant Development – Site Visit, Response & Meeting <ul style="list-style-type: none"> • More than 50 dwellings • All non-residential schemes with a floor space over 2,000sqm or on sites over 2ha • change of use of building(s) with a floor space over 2,000sqm or sites over 2ha • more than 10 wind turbines • any scheme requiring an Environmental Impact Assessment 	1,100.00	1,100.00
Above meetings include a Planning Officer and a Highways Officer. Charge for additional officers (per hour)	60.00	60.00

ADULT SOCIAL CARE	2016/17	2017/18
Meals in the Community		
Family Placement Breakfast	1.95	2.00
Family Placement Lunch	2.40	2.45
Family Placement Tea	2.25	2.30
Meals - Delivered to People in Their Own Homes	3.40	3.90
Meals - Tea Time Pack Delivered to People in Their Own Homes	2.40	2.75
Maximum Charges for Community Based Care		
	11.90	Full cost recovery as per charge by care provider.
Domiciliary Care (per hour)		Full cost recovery as per charge by care provider.
Residential Care		
Day Care (per session)	15.95	16.25
Family Placement (per session)	15.95	16.25
Dorset Gardens Support Charge (per week) Contract in place until 30 th June 2017	11.30	11.30
Key Safe (2017/18 charge based on full cost recovery)	34.60	50.50
Night Care Service (per week)	27.75	27.75
Review will take place during 2017		
Transport (per journey)	3.00	3.00
Charges Community Based Services		
Pitch Charges (weekly) - Riverview Gypsy Site - 21 pitches @	55.95	57.95
Pitch Charges (weekly) - Riverview Gypsy Site - 1 pitch @	66.00	67.65
Water & Sewerage (weekly) - Riverview Gypsy Site	13.36	13.12
Pitch Charges (daily) - Travellers Site	12.65	12.95
Charges to Other Local Authorities		
Older People in Residential Intermediate Care (per week)	654.65	675.60
Adults in Supported Accommodation (per week) Bredon	567.85	586.02
Day Care - Older People (per session)	45.80	46.70
Day Care - Adults with Learning Disability (per session)	67.25	68.60
Day Care - Adults with Physical/Sensory Disability (per session)	94.25	96.10
Appointee/Receivership Charges*		
Securing Property	110.00	110.00
Continuous Monitoring of Property (when property holder is unable - cost per hour)	27.50	27.50
Storage of Wills (annual cost)	25.00	25.00
Property Searches, Meter Readings etc (cost per hour)	27.50	27.50
Charging structure for the Appointeeship Service:		
Appointeeship clients (residential) per week	7.00	7.00
Appointeeship clients (community based) per week	10.00	10.00
Deputyship clients	charged in accordance with the fees set by the Office of the Public Guardian	charged in accordance with the fees set by the Office of the Public Guardian
Duchy of Lancaster Referrals (where people have died intestate)	Actual cost	Actual cost
Applications to the Court of Protection	Actual cost	Actual cost
Administration charge following a client leaving the Appointeeship service.	-	250.00
Funeral Arrangements	300.00	300.00
Same day payment of personal allowances	5.00	5.00

*No interest is payable on client funds that are held by the Council

Community Wardens/Lifeline Charges	2016/17	2017/18
Single Occupancy – per person charge		
Level 1 Call centre monitoring plus community warden reactive response. (Assessment and support plan, review within the first 6 weeks and then 6 monthly, unless further review is indicated.)	6.02	6.14
Level 2 Call centre monitoring plus reactive callout. Community warden visits up to two weekly, according to assessed need and support planning.	7.24	7.38
Level 3 Call centre monitoring plus reactive call out. Community warden daily visits according to assessed need and support planning. Assistive technology is provided according to assessed need.	9.64	9.83
Dual Occupancy – per person charge		
Level 1	4.95	5.05
Level 2	5.76	5.88
Level 3	8.01	8.17
Multiple Occupancy (3 people all receiving service) per person charge		
Level 1	4.64	4.73
Level 2	5.20	5.30
Level 3	6.73	6.86
Multiple Occupancy (4 people all receiving service) per person charge		
Level 1	4.49	4.58
Level 2	4.90	5.00
Level 3	6.02	6.14
CHILDREN'S SOCIAL CARE		
Halton Lodge Children's Centre		
Meeting Room – Voluntary Group Hourly Rate	-	6.50
Meeting Room – Voluntary Group Daily Rate	-	35.50
Meeting Room – Private Group Hourly Rate	-	8.50
Meeting Room – Private Group Daily Rate	-	49.50
Training Room 1&2 – Voluntary Group Hourly Rate	-	6.50
Training Room 1&2– Voluntary Group Daily Rate	-	35.50
Training Room 1&2 – Private Group Hourly Rate	-	8.50
Training Room 1&2 – Private Group Daily Rate	-	49.50
Training Room 1 – Voluntary Group Hourly Rate	-	3.50
Training Room 1– Voluntary Group Daily Rate	-	14.50
Training Room 1 – Private Group Hourly Rate	-	5.50
Training Room 1 – Private Group Daily Rate	-	28.50
Training Room 2 – Voluntary Group Hourly Rate	-	3.50
Training Room 2– Voluntary Group Daily Rate	-	14.50
Training Room 2 – Private Group Hourly Rate	-	5.50
Training Room 2 – Private Group Daily Rate	-	28.50
Community Room – Voluntary Group Hourly Rate	-	4.50
Community Room – Voluntary Group Daily Rate	-	21.50
Community Room – Private Group Hourly Rate	-	7.00
Community Room – Private Group Daily Rate	-	39.50
Quiet Room – Voluntary Group Hourly Rate	-	2.50
Quiet Room – Voluntary Group Daily Rate	-	10.00
Quiet Room – Private Group Hourly Rate	-	5.00
Quiet Room – Private Group Daily Rate	-	25.00
Halton Brook Children's Centre		
Meeting Room – Voluntary Group Hourly Rate	-	6.50
Meeting Room – Voluntary Group Daily Rate	-	35.50
Meeting Room – Private Group Hourly Rate	-	8.50
Meeting Room – Private Group Daily Rate	-	49.50
Windmill Hill Children's Centre		
Play Room – Voluntary Group Hourly Rate	-	8.50
Play Room – Voluntary Group Daily Rate	-	49.50
Play Room – Private Group Hourly Rate	-	10.50

	2016/17	2017/18
Play Room – Private Group Daily Rate	-	63.50
Training Room – Voluntary Group Hourly Rate	-	6.50
Training Room – Voluntary Group Daily Rate	-	35.50
Training Room – Private Group Hourly Rate	-	8.50
Training Room – Private Group Daily Rate	-	49.50
Family Room – Voluntary Group Hourly Rate	-	4.50
Family Room – Voluntary Group Daily Rate	-	21.50
Family Room – Private Group Hourly Rate	-	7.00
Family Room – Private Group Daily Rate	-	39.50
Brookvale Children's Centre		
Woodhatch Room – Voluntary Group Hourly Rate	-	8.50
Woodhatch Room – Voluntary Group Daily Rate	-	49.50
Woodhatch Room – Private Group Hourly Rate	-	10.50
Woodhatch Room – Private Group Daily Rate	-	63.50
Wellbrook Room – Voluntary Group Hourly Rate	-	6.50
Wellbrook Room – Voluntary Group Daily Rate	-	35.50
Wellbrook Room – Private Group Hourly Rate	-	8.50
Wellbrook Room – Private Group Daily Rate	-	49.50
Helston Room – Voluntary Group Hourly Rate	-	5.00
Helston Room – Voluntary Group Daily Rate	-	25.00
Helston Room – Private Group Hourly Rate	-	7.00
Helston Room – Private Group Daily Rate	-	39.50
Kilncroft Room – Voluntary Group Hourly Rate	-	4.00
Kilncroft Room – Voluntary Group Daily Rate	-	18.00
Kilncroft Room – Private Group Hourly Rate	-	6.00
Kilncroft Room – Private Group Daily Rate	-	32.00
Portleven Room – Voluntary Group Hourly Rate	-	4.00
Portleven Room – Voluntary Group Daily Rate	-	18.00
Portleven Room – Private Group Hourly Rate	-	6.00
Portleven Room – Private Group Daily Rate	-	32.00
Clovelly Room – Voluntary Group Hourly Rate	-	4.00
Clovelly Room – Voluntary Group Daily Rate	-	18.00
Clovelly Room – Private Group Hourly Rate	-	6.00
Clovelly Room – Private Group Daily Rate	-	32.00
Hanover Full Room – Voluntary Group Hourly Rate	-	8.50
Hanover Full Room – Voluntary Group Daily Rate	-	49.50
Hanover Full Room – Private Group Hourly Rate	-	10.50
Hanover Full Room – Private Group Daily Rate	-	63.50
Hanover Half Room – Voluntary Group Hourly Rate	-	8.50
Hanover Half Room – Voluntary Group Daily Rate	-	49.50
Hanover Half Room – Private Group Hourly Rate	-	10.50
Hanover Half Room – Private Group Daily Rate	-	63.50
Ditton Library		
Community Room & Kitchen– Voluntary Group Hourly Rate	-	8.50
Community Room & Kitchen – Voluntary Group Daily Rate	-	49.50
Community Room & Kitchen – Private Group Hourly Rate	-	10.50
Community Room & Kitchen – Private Group Daily Rate	-	63.50
Quiet Room – Voluntary Group Hourly Rate	-	3.00
Quiet Room – Voluntary Group Daily Rate	-	11.00
Quiet Room – Private Group Hourly Rate	-	5.00
Quiet Room – Private Group Daily Rate	-	25.00
Play Room – Voluntary Group Hourly Rate	-	5.00
Play Room – Voluntary Group Daily Rate	-	25.00
Play Room – Private Group Hourly Rate	-	7.00
Play Room – Private Group Daily Rate	-	39.00
Ditton Children's Centre		
Conference Room – Voluntary Group Hourly Rate	-	6.50
Conference Room – Voluntary Group Daily Rate	-	35.50
Conference Room – Private Group Hourly Rate	-	8.50
Conference Room – Private Group Daily Rate	-	49.50
Community Room – Voluntary Group Hourly Rate	-	5.00
Community Room – Voluntary Group Daily Rate	-	25.00

	2016/17	2017/18
Community Room – Private Group Hourly Rate	-	7.00
Community Room – Private Group Daily Rate	-	39.00
Quiet Room – Voluntary Group Hourly Rate	-	3.00
Quiet Room – Voluntary Group Daily Rate	-	11.00
Quiet Room – Private Group Hourly Rate	-	5.00
Quiet Room – Private Group Daily Rate	-	25.00
Upton Children's Centre		
Meeting Room – Voluntary Group Hourly Rate	-	5.00
Meeting Room – Voluntary Group Daily Rate	-	25.00
Meeting Room – Private Group Hourly Rate	-	7.00
Meeting Room – Private Group Daily Rate	-	39.00
Play Room – Voluntary Group Hourly Rate	-	6.50
Play Room – Voluntary Group Daily Rate	-	35.50
Play Room – Private Group Hourly Rate	-	8.50
Play Room – Private Group Daily Rate	-	49.50
Warrington Road Children's Centre		
Buttercup Room – Voluntary Group Hourly Rate	-	8.50
Buttercup Room – Voluntary Group Daily Rate	-	49.50
Buttercup Room – Private Group Hourly Rate	-	10.50
Buttercup Room – Private Group Daily Rate	-	63.50
Daisy Room – Voluntary Group Hourly Rate	-	5.00
Daisy Room – Voluntary Group Daily Rate	-	25.00
Daisy Room – Private Group Hourly Rate	-	7.00
Daisy Room – Private Group Daily Rate	-	39.00
Daffodil Room – Voluntary Group Hourly Rate	-	5.00
Daffodil Room – Voluntary Group Daily Rate	-	25.00
Daffodil Room – Private Group Hourly Rate	-	7.00
Daffodil Room – Private Group Daily Rate	-	39.00
Daisy and Daffodil Room – Voluntary Group Hourly Rate	-	8.50
Daisy and Daffodil Room – Voluntary Group Daily Rate	-	49.50
Daisy and Daffodil Room – Private Group Hourly Rate	-	10.50
Daisy and Daffodil Room – Private Group Daily Rate	-	63.50
Kitchen – Voluntary Group Hourly Rate	-	8.50
Kitchen – Voluntary Group Daily Rate	-	49.50
Kitchen – Private Group Hourly Rate	-	10.50
Kitchen – Private Group Daily Rate	-	63.50
Poppy Room – Voluntary Group Hourly Rate	-	3.00
Poppy Room – Voluntary Group Daily Rate	-	11.00
Poppy Room – Private Group Hourly Rate	-	5.00
Poppy Room – Private Group Daily Rate	-	25.00
Kingsway Children's Centre		
Community Room – Voluntary Group Hourly Rate	-	8.50
Community Room – Voluntary Group Daily Rate	-	49.50
Community Room – Private Group Hourly Rate	-	10.50
Community Room – Private Group Daily Rate	-	63.50
Quiet Room – Voluntary Group Hourly Rate	-	3.00
Quiet Room – Voluntary Group Daily Rate	-	11.00
Quiet Room – Private Group Hourly Rate	-	5.00
Quiet Room – Private Group Daily Rate	-	25.00
Meeting Room – Voluntary Group Hourly Rate	-	4.00
Meeting Room – Voluntary Group Daily Rate	-	18.00
Meeting Room – Private Group Hourly Rate	-	6.00
Meeting Room – Private Group Daily Rate	-	32.00
For All Above - Equipment HireTV,OHP,Projector,DVD Player available at an hourly rate of £2.60 each For All Above - 25% discount on all block bookings over 10 sessions		

	2016/17	2017/18
OPEN SPACES		
Allotments		
Allotment Plot	0.44p m ²	0.44p m ²
New Tenant Admin Fee (includes £20 refundable cost of key)	41.00	42.00
Cemeteries and Crematorium Charges		
Purchase of Exclusive Right of Burial (50 year lease):		
Three interments	885.00	905.00
One or two interments	790.00	805.00
Cremated remains grave	470.00	480.00
Extension of lease for further 50 years after initial purchase		
Three Interments	885.00	905.00
One or two interments	790.00	805.00
Cremated remains grave	470.00	480.00
<i>Price includes fee for concrete beam for installation of memorial</i>		
Interment Fees (Mon to Thurs 10am to 3pm and Fri 10am to 2pm):		
1 interment - adult	700.00	705.00
2 interments - adult	820.00	860.00
3 interments - adult	925.00	960.00
1 interment – child (1 year-16 years)	315.00	330.00
2 interments – child (1 year-16 years)	345.00	360.00
3 interments - child (1 year-16 years)	425.00	450.00
Stillborn child or child not exceeding 12 months	Nil	Nil
Burial of cremated remains (Mon-Fri)	177.00	Nil
Burial of two cremated caskets at same time or double cremated remains casket (Mon-Fri)	265.00	190.00
Burial of two cremated remains casket/double casket at the same time – non-resident	530.00	285.00
Additional fee outside of core times (<i>Monday to Thursday 10.00 a.m. – 3.00 pm, Friday – 10.00 a.m. to 2.00 pm</i>).	125.00	550.00
Saturday morning additional fee (full burials)	+50% of interment fee	135.00
Non-resident charge for above	+100%	+50% of interment fee
Late Arriving Funeral – 10 minutes or more	50.00	+100%
	80.00	55.00
Indemnity fee		85.00
Use of Crematorium Chapel for funeral service	105.00	115.00
Transfer of Ownership of Exclusive Right of Burial	80.00	85.00
Replacement Grave Deed	50.00	55.00
Grave search – up to 10 names	35.00	40.00
Memorials:		
New Headstone	177.00	180.00
Additional Inscription	38.00	40.00
Vase/tablet/book – not exceeding 12" x 12" x 12"	48.00	50.00
Vase/tablet/book – up to 18" x 12" x 12"	68.00	70.00
Vase/tablet/book – over 18" up to 30" x 12" x 12"	84.00	85.00
Registration of BRAMM registered masons	Nil	Nil
Inscription to Baby Headstone in Baby Garden	63.00	65.00
Memorial Benches (10 year lease)		
5ft hardwood bench, with engraved plaque	740.00	755.00
Renewal of 10 year lease (new bench/plaque)	604.00	615.00
Renewal of 10 year lease (existing bench)	545.00	560.00

	2016/17	2017/18
Crematorium Charges		
Cremation charge – adult	650.00	700.00
Cremation charge – child (1 year-16 years)	315.00	340.00
Cremation charge – child under 1 year	70.00	75.00
Cremation charge – after anatomical examination	350.00	380.00
*New charge – cremation charge after anatomical Examination – with family service	-	495.00
Saturday morning – additional charge	+50%	+50%
Scattering of remains (cremation at Widnes Crematorium) – Monday to Friday	58.00	65.00
Scattering of remains (no attendance) when cremation has taken place at another crematorium - Monday to Friday	100.00	110.00
Casket – wooden	68.00	73.00
Token box	21.00	22.00
Storage of cremated remains after one calendar month from date of cremation	68.00	75.00
Postage of cremated remains (by secure carrier)	By Request	By Request
Certified Extract from the Cremation Register	47.00	50.00
Miscellaneous Charges		
Civil Funeral Celebrant	200.00	200.00
Reprinting of Invoice Schedule	25.00	27.00
Plaques (10 year lease)		
Bronze plaque	250.00	255.00
Renewal for further 10 years	115.00	120.00
Granite plaque on Planter – Four Seasons/ Runcorn Cemetery Sundial	390.00	410.00
Renewal for further 10 years	160.00	165.00
Book of Remembrance -		
2 line entry	95.00	97.00
3 line entry	122.00	124.00
4 line entry	150.00	153.00
5 line entry	178.00	180.00
6 line entry	207.00	210.00
7 line entry	235.00	238.00
8 line entry	263.00	267.00
Flower designs	82.00	84.00
Other designs	92.00	94.00
Extra line to existing entry	48.00	50.00
Slate Tablets		
Slate Tablets per letter	4.50	4.70
Memorial Cards -		
2 line entry	40.00	42.00
3 line entry	52.00	54.00
4 line entry	64.00	66.00
5 line entry	76.00	78.00
6 line entry	89.00	91.00
7 line entry	101.00	103.00
8 line entry	113.00	115.00
Flower designs	82.00	84.00
Other designs	92.00	94.00
Sanctum Vaults:		
10 year lease (includes wooden casket)	600.00	620.00
Renewal for further 10 years	270.00	280.00
20 year lease (includes wooden casket)	805.00	825.00
Renewal for further 20 years	380.00	400.00
Placing 2nd casket of remains – Monday to Friday only	63.00	65.00
Opening vault on request	30.00	35.00

	2016/17	2017/18
Design and Lettering (prices exclusive of VAT)		
Lettering (per letter)	4.00	4.25
Small design	78.00	80.00
Large design	99.00	105.00
Photo tile (portrait – 1 person)	140.00	145.00
Photo tile (landscape – 2 persons)	182.00	190.00
Outdoor Facility Charges		
Summer Games:		
Adult Bowling Green Card (Annual)	25.00	25.00
Couples Bowling Green Card (Annual) (in same household)	40.00	40.00
Junior Bowling Green Card (Annual)	12.50	12.50
Summer Rugby Adult	540.00	550.00
Summer Rugby Juniors - #	320.00	326.00
Winter Games:		
Adult B/B Pitch Hire (Alternate weeks)	540.00	550.00
Adult Casual Hire	135.00	138.00
Junior B/B Pitch Hire (Alternate weeks)	320.00	326.00
Mini Soccer B/B Hire	240.00	245.00
Junior Casual Hire	67.00	68.00
Adult Baseball Field (Annual)	1600.00	1,632.00
Junior Baseball Field (Annual)	800.00	816.00
Land Hire – Victoria Park		
Non Trading Day (per day)	115.00	120.00
Trading Day	275.00	280.00
Land Hire – Runcorn Town Hall		
Non Trading Day (per day)	185.00	190.00
Trading Day	400.00	410.00
Land Hire – Heath Park		
Non Trading Day (per day)	185.00	190.00
Trading Day	400.00	425.00
Bandstand Hire		
General Hire	200.00	250.00
Halton Constituted Community Groups	POA	POA
Halton Registered Charities	POA	POA
Small Fairground Land Hire - Victoria Park		
Non Trading Day	115.00	120.00
Trading Day	275.00	280.00
Fairground Land Hire Bond (Refundable)	1,500.00	1,500.00
Fairground Land Hire		
Non Trading Day	185.00	190.00
Trading Day	400.00	410.00
Land Hire Bond (Refundable)	1,500.00	1,500.00
Circus Land Hire		
Non Trading Day	185.00	190.00
Trading Day	400.00	425.00
Land Hire Bond (Refundable)	2,500.00	2,500.00
Event Land Hire – Non Commercial		
Halton Constituted Community Groups	POA	POA
Halton Registered Charities	POA	POA
Land Hire Bond (Refundable)	1,000.00	1,000.00
Event Land Hire - Commercial		
Commercial Land Hire	POA	POA
Silver Jubilee Bridge Zip Wire Access Hire		
1 Hire Day Per Year	1,500.00	1,500.00

ENVIRONMENTAL HEALTH SERVICES	2016/17	2017/18
Environmental Information		
Basis for Charging - where information exists in format requested:		
Admin Charge - inclusive of copying of first sheet.	11.26	11.48
A4 –per subsequent sheet.	0.50	0.51
A3 - per subsequent sheet	0.76	0.77
A2 –per subsequent sheet	1.55	1.58
A1 - per subsequent sheet	6.36	6.48
Environmental Protection Act		
List of authorised part “B” Processes	41.62	41.62
List of authorised part “A” Processes	42.66	42.66
Condemned Food Certificates		
Disposal of condemned food following statutory or voluntary process	At cost	At cost
Certification of Food Products for Export		
Certificates requiring signature	62.93	64.20
Other documents requiring stamp	20.81	21.25
Kennelling of Dogs		
Reclaiming of Stray Dogs	On Application*	On Application*
Collection of Dogs from repossessed premises	77.51	79.10
Transportation of non-seized animals i.e. dogs/cats to kennels or other premises	77.51	79.10
*As agreed with Strategic Director People or Director of Public Health		
EPA Authorisation		
Application	Statutory fee	Statutory fee
Renewal	Statutory fee	Statutory fee
Disclosure of Information (plus photocopying charge 50p per sheet)		
Information obtained under the Health and Safety at Work Act 1974 etc.	139.66	142.50
Voluntary Disclosure of Information	117.59	119.95
Acupuncture, Tattooing, Ear Piercing and Electrolysis Establishments		
Registration fee	108.20	110.40
Additional Individual Operator Registration	34.23	34.95
Border Agency Accommodation Inspections	72.25	73.70
Return of Seized Sound Equipment (Noise Act 1996)	127.50	130.05
Licence and renewal for Houses in Multiple Occupation (HMO) up to 5 beds for 3 years (reduced from 5 years)	313.16	425.00
Additional charge for licence for House in Multiple Occupation (HMO) with more than 5 beds up to a maximum of £600 for 3 years (reduced from 5 years)	-	30.00 per unit
Petroleum Consolidation Regulations 2014 Certificate and Licensing	Statutory Fee	Statutory Fee
Pest Control Charges		
Commercial Charge for all pests (per hour, minimum 1 hour)	75.00	75.00

	2016/17	2017/18
School Charge: currently all schools are charged the commercial rate for all pests, the proposed charges are as follows:		
Ants	53.04	54.10
Fleas	53.04	54.10
Wasps	53.04	54.10
Cockroaches	53.04	54.10
Mice	53.04	54.10
Rats	53.04	54.10
Domestic Charges - #:		
Ants	53.04	54.10
Fleas	53.04	54.10
Wasps	47.94	48.90
Bedbugs	30.60	60.45
Cockroaches	30.60	31.20
Mice	30.60	31.20
Rats	Free	Free
Regulatory Enforcement and Sanctions Act		
The first 10 hours of advice in a financial year to all businesses	Free	Free
Hourly rate for additional consultancy to primary authority businesses	55.14	56.25
Trading Standards Services		
Fireworks		
Type of Application		
One year licence to store explosives where, by virtue of regulation 27 of, and schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	178.00	185.00
Two year licence to store explosives where, by virtue of regulation 27 of, and schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	234.00	243.00
Three year licence to store explosives where, by virtue of regulation 27 of, and schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	292.00	304.00
Four year licence to store explosives where, by virtue of regulation 27 of, and schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	360.00	374.00
Five year licence to store explosives where, by virtue of regulation 27 of, and schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	407.00	423.00
One year renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	83.00	86.00
Two year renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	141.00	147.00
Three year renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	198.00	206.00
Four year renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	256.00	266.00

	2016/17	2017/18
Five year renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	313.00	326.00
One year licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	105.00	109.00
Two year licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	136.00	141.00
Three year licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	166.00	173.00
Four year licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	198.00	206.00
Five year licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	229.00	239.00
One year renewal of licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	52.00	54.00
Two year renewal of licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	83.00	86.00
Three year renewal of licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	115.00	120.00
Four year renewal of licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	146.00	152.00
Five year renewal of licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	178.00	185.00
Varying the name of licensee or address of site. Statutory fee.	35.00	36.00
Any other kind of variation.	Reasonable cost to the licensing authority of having the work carried out	Reasonable cost to the licensing authority of having the work carried out
Transfer of licence. Statutory fee.	35.00	36.00
Replacement of licence. Statutory fee.	35.00	36.00
Weights and Measures charged per office hour	59.60	60.00
Feeding stuffs – Manufacturing (statutory fee)	451.00	451.00
Feeding stuffs – Placing on the Market (statutory fee)	226.00	226.00
PUBLIC HEALTH		
Health Improvement Team – exercise session charge	2.50	2.50
COMMUNITY CENTRES		
Activities		
Badminton (Juniors)	8.90	9.10
Badminton (Adults)	11.00	11.25
Climbing Wall (Adults – per hourly session)	2.60	2.65
Climbing Wall (Juniors – per hourly session)	1.00	1.05
Climbing Wall (Hire per hour inc. instructor)	35.75	36.50
Community Groups:		
Room Hire – Hall (per hour)	8.40	8.60
Room Hire – Small Room (per hour)	3.30	3.40
Room Hire – Medium Room (per hour)	4.80	4.90
Room Hire – Large Room (per hour)	5.40	5.50
Private Groups:		
Room Hire – Hall (per hour)	10.50	10.70
Room Hire – Small Room (per hour)	4.20	4.30
Room Hire – Medium Room (per hour)	5.80	5.95
Room Hire – Large Room (per hour)	6.50	6.65

	2016/17	2017/18
Commercial Groups:		
Room Hire – Hall (per hour)	12.65	12.90
Room Hire – Small Room (per hour)	5.50	5.65
Room Hire – Medium Room (per hour)	7.20	7.35
Room Hire – Large Room (per hour)	7.70	7.85
Weekend Room Hire	Relevant room hire charge +50%	Relevant room hire charge +50%
Performing Rights (of total charge)	5%	5%
Sportshall at Upton Community Centre (Adults)	32.50	33.15
Sportshall at Upton Community Centre (Juniors)	26.00	26.50
LEISURE SERVICES		
Swimming		
Adult	3.60	3.80
Junior	2.10	2.20
Halton Leisure Card (HLC)	2.20	2.30
Aquababes	3.10	3.20
Private lesson 121	14.90	15.50
Private lesson 221	20.60	21.30
Child Swim Lesson - 30 min membership	19.60	20.20
Child Swim Lesson - 60 min membership	25.79	26.70
Adult Swim Lesson - 30 min membership	19.60	20.20
Private lesson 121 membership	50.46	52.00
Private lesson 221 membership	32.57	33.60
Crash Course - 30 min (5 day)	20.60	21.80
Memberships		
Single membership	30.50	31.50
Joint membership	54.90	55.90
Swim Only membership	22.00	23.50
Gym only membership (BRC/RSP)	15.99	15.99
Gym only membership (KLC)	17.99	17.99
Teen Membership	15.50	15.99
Family membership	61.00	63.00
Swim concession membership	17.50	18.50
Activities		
Bowls	52.00	53.00
Creche	1.80	3.50
Halton Day Services	85.00	87.00
Men's 50+ Badminton	7.70	8.00
Karate Club	22.50	23.00
Jujitsu Club	30.60	31.10
Panters Badminton Club	9.80	10.10
S&S Badminton Club	18.00	18.60
Woodend Badminton Club	29.40	30.00
Trampoline Private Hire	12.60	13.00
Flowskate Roller Company	102.00	105.00
Liverpool Canoe Club	45.90	47.50
Netball Leagues	260.00	265.00
Trampoline Tue	15.00	15.50
Trampoline Mon	13.51	13.86
Gymnastics 60 min	13.64	13.99
Gymnastics 90 min	15.91	16.31
Gymnastics 120 mins	19.47	19.97
Gymnastics drop in 60 mins	3.50	3.60
Gymnastics drop in 90 mins	4.00	4.10
Trampoline drop in 60 mins	3.60	3.70
Back to Netball	3.00	3.10
Five a Side Block Booking KLC	48.00	49.00
Sports Hall Admit Adult	2.20	2.25

	2016/17	2017/18
Sports Hall Admit Junior	1.15	1.20
HLC Admit	1.35	1.40
Squash Adult	3.70	3.80
Squash Junior	1.85	1.90
Casual Gym/Aerobics	4.90	5.20
Junior Fitness	2.50	2.60
Health Suite	6.00	6.10
Table Tennis Adult	2.50	2.60
Table Tennis Junior	1.25	1.35
Spectator Adult	0.50	0.50
Spectator Junior	0.25	0.25
Spectator HLC	0.25	0.25
Half Hall Booking KLC	43.00	44.50
Full Hall Booking KLC	86.00	89.00
Gymnasium KLC	34.00	34.00
Creche	26.80	26.80
Swimming Pool KLC	60.00	63.00
Small Pool	45.00	46.00
Studio 1 & 2	28.00	28.00
Swimming Pool RSP	28.00	29.00
Swimming Pool BRC	55.50	56.50
Five a Side Block Booking BRC	46.00	47.00
Half Hall Booking Adult BRC	37.00	38.00
Full Hall Booking Adult BRC	66.50	68.00
Half Hall Booking Junior BRC	22.00	22.50
Full Hall Booking Junior BRC	38.00	38.75
Gymnasium Adult BRC	31.00	31.00
Gymnasium Junior BRC	21.00	21.00
Astro Casual Adult	39.00	40.00
Astro Casual Junior	19.50	20.00
Astro Block Booking Adult	35.50	36.50
Astro Block Booking Junior	17.75	18.25
Kyujutsu Archery Club	75.00	76.00
Halton Leisure Card	4.00	4.00
LIBRARY SERVICES		
Loan Charges		
Talking Books (3 weeks)	1.30	1.30
Talking Books - Leisure Card Holders (3 weeks)	0.80	0.80
DVDs Children's collection for 1 week	1.40	1.40
Learning for Life Collection – Non book Items (3 weeks)	1.30	1.30
Learning for Life Collection – Non book Items – Leisure Card Holders	Free	Free
Fines on Overdue Items		
Books, Talking Books, CDs, and Learning for Life Collection:		
Adult's Tickets (£2.00 maximum fine) (per day)	0.15	0.15
Children's Tickets	No charge	No charge
Young Person's Tickets	No charge	No charge
Leisure Card Holder (£2.00 maximum fine) (per day)	0.05	0.05
Additional Administrative Charge for Overdue Reminders	0.30	0.30
Reservation Fees		
Items in Stock	Free	Free
Items Bought Into Stock	2.50	2.50
Items Bought Into Stock – Leisure Card Holders	1.50	1.50
Items Obtained From Other Libraries or British Library	10.00	10.00
Items Obtained From Other Libraries or British Library – Leisure Card Holders	7.00	7.00

	2016/17	2017/18
Personal Computer Bookings		
Printing (per page) – Black and White	0.15	0.15
Printing (per page) – Colour	0.25	0.25
Printing (per page) – Black and White – Leisure Card Holders	0.10	0.10
Printing (per page) – Colour – Leisure Card Holders	0.15	0.15
Photocopies		
A4 (per sheet)	0.15	0.15
A3 (per sheet)	0.25	0.25
Fax		
Per Sheet Received	0.50	0.50
To UK – First Sheet	1.00	1.00
To UK – Subsequent Sheets	0.25	0.25
To Europe – First Sheet	2.00	2.00
To Europe – Subsequent Sheets	0.50	0.50
To Outside Europe – First Sheet	3.00	3.00
To Outside Europe – Subsequent Sheets	1.00	1.00
Lost Tickets		
Adults	2.00	2.00
Children and Leisure Card Holders	1.00	1.00
Room Hire		
Community Groups – Meeting Room 2 (per hour)	10.00	12.00
Community Groups – Meeting Room 3 (per hour)	10.00	12.00
Community Groups – Meeting Room 2 & 3 (per hour)	20.00	24.00
Community Groups – Meeting Room 4 (per hour)	6.00	7.00
Community Groups – Meeting Room 5 – ICT Suite (per hour)	10.50	13.50
Community Groups – Meeting Room 6 (per hour)	8.50	10.00
Community Groups – Meeting Room 7 (per hour)	7.00	8.50
Community Groups - Meeting Room - Runcorn (per hour)	8.00	9.50
Standard Rate Meeting Room 2 (per hour)	12.00	14.50
Standard Rate Meeting Room 3 (per hour)	12.00	14.50
Standard Rate Meeting Room 2 & 3 (per hour)	24.00	29.00
Standard Rate Meeting Room 4 (per hour)	7.00	8.50
Standard Rate Meeting Room 5 – ICT Suite (per hour)	12.00	14.50
Standard Rate Meeting Room 6 (per hour)	10.00	12.00
Standard Rate Meeting Room 7 (per hour)	8.00	9.50
Standard Rate Meeting Room - Runcorn (per hour)	10.00	12.00
Kingsway Learning Centre		
Meeting Room 10A – Capacity 15 people (10% disc for 6 meeting or more)	7.70	8.00
Meeting Room 11 – Capacity 15 people (10% disc for 6 meeting or more)	7.70	8.00
Meeting Room 15 – Capacity 15 people (10% disc for 6 meeting or more)	7.70	8.00
Meeting Room 13 – Capacity 30 people (10% disc for 6 meeting or more)	13.80	14.00
Private Groups (in addition to above charges)	+ 25%	+ 25%
Commercial Groups (in addition to above charges)	+ 50%	+ 50%

	2016/17	2017/18
WASTE MANAGEMENT		
Charge for a new or replacement wheeled bin	27.00	27.50
Charge for the collection of bulky household items	22.00	22.50
Charges for the collection of commercial waste	5.70	5.80
Additional items each (maximum of 10 items per collection)		
Charge for collection of garden waste (paid HDL)	30.00	30.00
Charge for collection of garden waste (paid online)	25.00	25.00
Charge for the collection of commercial waste	Increase of 2% on 2015/16 charges	Increase of 2% on 2016/17 charges
STADIUM		
Room Hire		
Bridge Suite	410.00	420.00
Karalius Suite	205.00	220.00
Single Box	55.00	65.00
Double Box	125.00	130.00
Triple Box	180.00	195.00
Pitch Hire		
7-Aside - Peak	75.00	75.00
7-Aside - Off Peak	55.00	55.00
5-Aside - Peak	45.00	45.00
5-Aside - Off Peak	40.00	40.00
PROPERTY SERVICES		
Industrial Estate Service Charges	Based on actual costs for the preceding year with uplift for inflation	Based on actual costs for the preceding year with uplift for inflation
ADULT LEARNING CLASSES		
Maths	Free	Free
English	Free	Free
HEP Employability Skills	Free	Free
Employability Skills	Free	Free
5 Week Courses – Cake Decorating, Calligraphy	30	30
10 Week Courses	60	60
22 Week Courses + £30 registration fee	120	120
33 Week Courses + £30 registration fee	160	160
Any course that does have a fee attached may be subject to fee remission (either 50% or 100%) dependant on which benefits the learner may be claiming	-	

THE BRINDLEY	2017/18	APPENDIX B 2018/19
The Theatre		
Commercial Hirers (1 performance or up to 8 hours):		
Monday to Thursday	1,250.00	1,300.00
Friday and Saturday	1,400.00	1,450.00
Sunday and Bank Holidays	1,450.00	1,500.00
Community Hirers (1 performance or up to 8 hours):		
Monday to Thursday	765.00	790.00
Friday and Saturday	865.00	890.00
Sunday and Bank Holidays	965.00	995.00
Rehearsal Performance per 4 Hours (Monday to Thursday)	370.00	385.00
The Studio		
Per 8 hour performance with technical support:		
Monday to Thursday	370.00	385.00
Friday, Saturday and Sunday	420.00	435.00
Per 4 hour rehearsal with technical support:		
Monday to Thursday	215.00	225.00
Friday, Saturday and Sunday	265.00	275.00
Per 4 hours dressing room facility:		
Monday to Thursday	170.00	175.00
Friday, Saturday and Sunday	170.00	175.00
Per 8 hours dressing room facility:		
Monday to Thursday	270.00	280.00
Friday, Saturday and Sunday	270.00	280.00
Per 12 hour dressing room facility:		
Monday to Thursday	370.00	380.00
Friday, Saturday and Sunday	370.00	380.00
Per 4 hour digital film screening:		
Monday to Thursday	320.00	330.00
Friday, Saturday and Sunday	370.00	380.00
Workshops (room only):		
Monday to Thursday (10am – 5pm) per hour	30.00	30.00
Technical Support	POA	POA
Education Room Hire		
Monday to Saturday (hourly rate)	25.00	25.00
Monday to Saturday (day rate)	80.00	80.00
Technical Support	POA	POA
Additional Charges		
Inclusion within the Brindley season Brochure	160.00	170.00
Inclusion in the Brindley's Monthly Newspaper	80.00	85.00
Brindley to manage ticket sales (per ticket)	0.50	0.60
Programme/Merchandise sales by hire company	50.00	50.00
Programme/Merchandise sales by Brindley staff	20%	100.00
Advert of Gallery Bridge 2 sides (Jan – Sept) pcm	100.00	100.00
Advert right hand entrance glass (Jan – Sept) pcm	150.00	150.00
Venue TV's Slide Show Advertisement (4 weeks)	100.00	100.00
Additional technicians (per hour)	16.00	17.00
Pre rig (sound, lighting or stage) (Monday to Friday)	345.00	355.00
Pre rig (sound, lighting or stage) (Saturday, Sunday or Bank Holidays)	390.00	400.00
Use of the orchestra pit	160.00	170.00
Smoke Machine (day)	23.00	25.00

	2017/18	2018/19
Smoke Machine (week)	70.00	75.00
Haze Machine (day)	23.00	25.00
Haze Machine (week)	70.00	75.00
Strobe Lights (day)	23.00	25.00
Strobe Lights (week)	70.00	75.00
Radio Mics (each)	32.00	35.00
Radio Mics (weekly)	95.00	105.00
Music Stand and Light (day)	5.00	5.00
Music Stand and Light (week)	15.00	15.00
Theatre Projector (day)	125.00	130.00
Theatre Projector (week)	375.00	390.00
Studio Projector and Screen (day)	65.00	70.00
Studio Projector and Screen (week)	195.00	210.00
Media Package – Projector and DVD Player (day)	55.00	60.00
Media Package – Projector and DVD Player (week)	165.00	180.00
Harlequin Dance Floor (day)	70.00	75.00
Harlequin Dance Floor (week)	200.00	225.00
Star Cloth (day)	95.00	100.00
Star Cloth (week)	285.00	300.00
Gauze (day)	45.00	50.00
Gauze (week)	105.00	150.00
Pyrotechnics (day)	POA	POA
Pyrotechnics (week)	POA	POA
Steinway Grand Piano – (Theatre only) (day)	125.00	130.00
Steinway Grand Piano – (Theatre only) (week)	375.00	390.00
Steinway Grand Piano tune (Theatre only) (weekday)	130.00	135
Steinway Grand Piano tune (Theatre only) (weekend)	160.00	170.00
Post show bar (waived if bar sales over £150)	60.00	75.00
Corkage Per Bottle (Wine)	10.00	10.00
Corkage Per Bottle (Champagne)	20.00	20.00
Café Facility Per Hour (outside of normal opening hours – waived if sales exceed £30.00 per hour)	40.00	45.00

	2017/18	Appendix C 2018/19
REGISTRARS		
Boston Suite and Lounge		
Monday to Thursday	200.00	210.00
Friday	230.00	245.00
Saturday	270.00	285.00
Sunday (11am to 1pm)	340.00	360.00
Bank Holiday	440.00	460.00
Civic Suite, Runcorn Town Hall		
Monday to Thursday	300.00	315.00
Friday	310.00	325.00
Saturday	340.00	360.00
Sunday (11am to 1pm)	380.00	400.00
Bank Holiday	480.00	500.00
Leiria or Members Room, Runcorn Town Hall		
Monday to Thursday	270.00	285.00
Friday	280.00	295.00
Saturday	300.00	315.00
Sunday (11am to 1pm)	350.00	370.00
Bank Holiday	450.00	470.00
Council Chamber Runcorn Town Hall and Approved Premises		
Monday to Thursday	370.00	390.00
Friday	390.00	410.00
Saturday	450.00	470.00
Sunday	520.00	550.00
Bank Holidays	620.00	650.00