

**REPORT TO:** Executive Board

**DATE:** 18 March 2021

**REPORTING OFFICER:** Strategic Director – Enterprise, Community & Resources

**PORTFOLIO:** Resources

**SUBJECT:** Review of Council wide Fees and Charges

**WARDS:** Borough Wide

## **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 2021/22 for services provided by both of the Council's Directorates.

## **2.0 RECOMMENDATION: That;**

**(i) The proposed fees and charges for 2021/22 as set out in Appendix A and for 2022/23 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 2021/22.

3.2 The general aim in setting fees and charges is to ensure the Council fully recovers the cost incurred in providing a service. In a number of cases this is achieved by breaking down the cost of providing a service on a unit basis but given the volume of services the Council provides isn't feasible on a case by case basis. Estimated costs will be reviewed at individual service level and budgeted income targets set to ensure the Council fully recovers the cost of providing that service.

3.3 Recovering the full cost of services through the year is also dependent on a number of other factors outside the agreed charge, including:

- Demand – will change year on year and could be determined by a number of drivers such as weather, economy, regional and national events, demographics etc...
- Competition – There are a number of services the Council provides for which there is a strong competitive market. Costs within the private sector are generally lower than in the public sector, for example employee terms and conditions.
- Statutory Element – Some charges are outside control of the Council with there being no discretion to what can be charged.

- 3.4 The setting of fees and charges is an annual exercise and where the Council has been successful in recovering costs, generally charges for the new financial year have been set by the inflation level highlighted in the Medium Term Financial Strategy, at 1%. As mentioned there will be reasons why the Council will have amended charges at a different rate to this, supporting reasons for any significant increases or decreases to charges have been provided within the schedules.
- 3.5 All proposed charges are exclusive of VAT. Where applicable, VAT will be added to the charges set out in the appendices.
- 3.6 As part of the in-year budget monitoring process, actual income from fees and charges will be regularly reviewed against budgeted income. Supporting narrative will be provided within monitoring reports to highlight areas where the Council has not fully recovered the cost of providing a service.
- 3.7 The schedule in the appendices includes guidance on the charge being a discretionary or statutory fee. Statutory fees may result in changes throughout the year and therefore the relevant fees will be amended accordingly.

#### Covid

- 3.8 The impact of covid-19 and resulting closure and reduced use of services has had a significant impact on generated income levels during 2020/21 and it is expected this will continue to be the case in the first quarter of 2021/22. The gradual removal of restrictions during 2021/22 should see a steady increase in the use of services but it remains unknown on how quickly usage will revert to pre Covid levels.
- 3.9 Over the past year Government have committed to compensating local authorities up to 75% of irrecoverable and unavoidable losses relating to sales, fees and charges. Commercial investment revenues and rental income are not considered eligible losses and will not be compensated for under the scheme. Government have confirmed the scheme will continue for the first quarter of 2021/22.

### **4.0 POLICY IMPLICATIONS**

- 4.1 The effects of the proposed changes have been incorporated where possible into budgets for 2021/22. As per the Medium Term Financial Strategy budgeted income for 2021/22 has been increased by 1%, except where additional increases have been proposed as saving items, statutory fee increases apply or where income targets have been reduced to reflect the actual recovery rate. 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**

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>REQUESTS FOR INFORMATION REGARDING POTENTIALLY CONTAMINATED LAND</b>			
Information relating to statutory designation under Part 2A of the Environmental Protection Act 1990, e.g. details of an entry on the Statutory Register	No Charge	No Charge	D
<b>Searches for land contamination information for a given property or site against 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:-</b>			
<b>For premises equivalent to less than 1 hectares in size, (e.g. a single domestic property or a small factory unit)</b>			
(i) The premises site only	76.50	78.00	D
(ii) Any search of the premises site and the land within 250 metres of the site boundaries	122.40	125.00	D
(iii) Any search of the premises site and the land within 500 metres of the site boundaries	204.00	208.00	D
<b>For premises equivalent to more than 1 hectares in size, (e.g. a Housing estate or a large factory unit)</b>			
(i) The premises site only	122.40	125.00	D
(ii) Any search of the premises site and the land within 250 metres of the site boundaries	204.00	208.00	D
(iii) Any search of the premises site and the land within 500 metres of the site boundaries	279.48	285.00	D
Additional enquiries charged at £60 per hour			

## LICENCE FEES

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>HACKNEY CARRIAGE &amp; PRIVATE HIRE CHARGES</b>			
<b>Single Status Driver</b>			
First Grant (max 3 year licence)	206.00	208.00	D
First Grant - inc DBS (max 3 year licence)	246.00	248.00	D
Renewal (max 3 year licence)	188.00	190.00	D
Renewal - inc DBS (max 3 year licence)	228.00	230.00	D
Replacement Badges	13.00	13.10	D
<b>Vehicle Licence</b>			
Grant and Renewals 1 Year – Hackney Carriage ++ ##	263.50	265.50	D
Note: £21.50 added for to recover the costs of the Hackney Carriage Vehicle unmet demand survey			
Grant and Renewals 1 Year – Private Hire ++ ##	244.00	246.00	D
Transfer of Existing Vehicle Licence	30.50	30.75	D
Temporary Transfer Fees (Licence issued for a maximum of 2 months)	95.50	96.50	D
Replacement Vehicle Plate (each)	19.25	19.50	D
Replacement Bracket (each)	19.25	19.50	D
Replacement Doors Stickers Private Hire (Pair)	25.50	25.75	D
Replacement Internal plate	13.00	13.10	D
Change to Personalised Number Plate	56.50	57.00	D
Private Hire Operator Licence:	294.00	297.00	D
Private Hire Operator Licence (5 years)	588.00	594.00	D
<b>LOWERHOUSE LANE DEPOT FEES:</b>			
Hackney Carriage & Private Hire			
Hackney Carriage and Private Hire - Vehicle Test Fee	62.50	63.00	D
Hackney Carriage and Private Hire - Vehicle Re-test Fee	25.00	25.25	D
Hackney Carriage and Private Hire - Vehicle Test Un-notified Cancellation Fee	24.00	24.25	D
<b>Notes</b>			
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 £30.50			
<b>Street Trading</b>			
First Grant & Renewal	414.00	418.00	D
Additional Vehicles (Per Vehicle)	206.00	208.00	D
"Static" First Grant	477.00	481.50	D
Change of Vehicle	31.50	31.75	D
Daily Fee for Temporary Extension of Existing Consent (max 5 days per year)	70.50	71.00	D
Daily Fee for Temporary Consent (max 5 days per year)	106.50	107.50	D
Hawkers etc. Cheshire County Council Act	246.00	248.50	D
Sex Establishments*	1,512.50	1,527.50	D
Scrap Metal Dealers	206.00	208.00	D
<b>Notes</b>			
* The expression "Sex Establishment" includes Sex Entertainment Venues, Sex Cinemas and Sex Shops			
<b>LOCAL LAND CHARGES (Search Fees)</b>			
Official Certificate (LLC1)	30.00	30.00	D
Form CON29R	80.00	80.00	D
Official Search (LLC1 & CON29)	110.00	110.00	D
Each additional (LLC1) parcel***	5.00	5.00	D
Each additional (CON29) parcel***	80.00	80.00	D
CON29O Optional Enquiries (per person, per parcel)	12.00	12.00	D
Each Additional Enquiry	14.00	14.00	D
Personal Search	0.00	0.00	D
<b>Notes</b>			
***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.			

## HIGHWAYS

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>ROAD TRAFFIC REGULATION ACT 1984</b>			
Temporary Order at request of a third party	2,100.00	2,150.00	D
Temporary Order at request of non-commercial organisations – Section 16A plus actual cost of advertising	100.00 plus advertising	100.00 plus advertising	D
Permanent Order	At Cost plus 15% Admin Fee	At Cost plus 15% Admin Fee	D
Temporary Closure Notice (incl emergency) at request of a third party	380.00	380.00	D
Diversionsary Notice at request of a third party	320.00	320.00	D
<b>HIGHWAYS ACT 1980</b>			
Applying to the Magistrates Court for an Order to stop up or divert a highway - Permanent closure (Excluding appeal costs). Also applies to closures/diversions under Town & Country Planning Act 1990	720.00	735.00	D
Issuing of Scaffolding/Hoarding permit	100.00	100.00	D
Issuing of Scaffolding/Hoarding permit (Additional week or part thereof) – Note, 2021/22 charge increased by 14% in of reducing occupancy on highway	35.00	40.00	D
Issuing of Skip Permit – Initial Fee (up to 14 days)	35.00	40.00	D
Skip Permit – Additional periods (each additional 7 days)	25.00	20.00	D
Skip found without a licence (plus current permit fee)	115.00	115.00	D
Removal of unauthorised skip	At cost plus 15% admin fee	At cost plus 15% admin fee	D
Issuing of Cherry Picker/Mobile Platform permit (Initial week)	100.00	100.00	D
Issuing of Cherry picker/Mobile Platform permit (Additional week or part thereof)	35.00	35.00	D
Issuing of permits to erect structures/equipment over or under the highway (Minimum £80)	At cost plus 15% admin fee	At cost plus 15% admin fee	D
Construction of vehicular crossings on footways	As agreed by the Strategic Director	As agreed by the Strategic Director	D
Section 38 Agreements	10% of works cost. Minimum charge £2,562	10% of works cost. Minimum charge £2,613	D
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	800.00	815.00	D
(b) Moderately Complex Agreement	1,335.00	1,360.00	D
(c) Highly Complex Agreement	2,130.00	2,170.00	D
NOTE: The Council will determine the appropriate agreement			
Section 278 Agreements	As agreed by the Strategic Director	As agreed by the Strategic Director	D
Alfresco Dining Areas Licence	115.00	117.00	D
'A' Board Licence – Per Annum	60.00	60.00	D
Shop Displays Licence – Per Annum	130.00	133.00	D
Other Part VIIa e.g. Promotions & Leisure – Commercial Organisations. (Applications made within 7 working days of the event will incur an additional administration fee of £130.00)	180.00	184.00	D
Other Part VIIa e.g. Promotions & Leisure – Non-Commercial Organisations	As agreed by the Strategic Director	As agreed by the Strategic Director	D
Minor Highways Works Permits	1,600.00 plus refundable	1,600.00 plus refundable	D
NOTE: The refundable cash bond is the value of the works as determined by the Council			
Clearance of Accident Debris/Unauthorised obstructions on the Highway	At Cost plus 15% Admin Fee	At Cost plus 15% Admin Fee	D
Structural checking and technical approval of highways structures	As agreed by the Strategic Director	As agreed by the Strategic Director	D

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Relocation of lighting column at request of third party</b>			
Commercial Organisations	At Cost plus 15% Admin Fee	At Cost plus 15% Admin Fee	D
Non-commercial organisations	630.00	640.00	D
<b>HIGHWAY SEARCHES</b>			
Letter and plan showing adopted highway	55.00	56.00	D
Additional questions	18.00	18.00	D
<b>SIGNING</b>			
Design and Erection of a Traffic Sign(s) at the request of a third party	At Cost plus 15% Admin Fee	At Cost plus 15% Admin Fee	D
Initial Assessment of Application for Tourism Signs	140.00	150.00	D
Provision of H Bar Road Markings	100.00	105.00	D
Authorisation of Temporary Direction Signs (Normally for Housing Developments and Temporary Events)	160.00	165.00	D
Provision of Disabled Persons Parking Space (subject to meeting criteria)	No charge subject to meeting criteria	No charge subject to meeting criteria	D
<b>TRAFFIC SIGNALS</b>			
Supply of Information on Operation of Traffic Signals	230.00	245.00	D
Switching Off/On Traffic Signals and Bagging Over heads during normal working hours (08.00 - 19.00; Monday - Saturday (excluding bank holidays)) –	600.00	620.00	D
Switching Off/On Traffic Signals and Bagging Over outside normal working hours -	700.00	720.00	D
Bagging over traffic signal head	20.00	20.00	D
Bagging over pedestrian push button / demand unit	10.00	10.00	D
Temporary Portable Traffic Signals (Multi Phase) (Administration Fee)	170.00	180.00	D
<b>BUILDING ACT 1984 Section 18</b>			
Legal Charge for supplying and administering agreements (together with design checking and supervision charges as determined by the Strategic Director- Enterprise, Community & Resources)	210.00	210.00	D
<b>STREET NAMING AND NUMBERING</b>			
Up to 2 Dwellings	41.00	42.00	D
Between 3 and 10 dwellings	206.00	210.00	D
Schemes Over 10 dwellings	386.00	394.00	D
Re-numbering of properties where original numbering has already been confirmed	£52 per plot	£53 per plot	D
<b>ROAD SAFETY</b>			
Supply of Accident Data (per road/junction for up to 3 years)	180.00	185.00	D
Road Safety Courses	As agreed by the Strategic Director	As agreed by the Strategic Director	D
<b>TRAFFIC DATA</b>			
Supply of Automatic Traffic Count Data	160.00	165.00	D
<b>CLOSURE OF BUS STOPS FOR ROADWORKS</b>			
Closure of Bus Stop for Roadworks (per stop)	179.00	183.00	D
Commissioning of Temporary Stop (per stop)	179.00	183.00	D
Bus Stop Closure Notice and Notice to the Public (per stop)	97.00	99.00	D
<b>Section 50 - Street Works Income (i) All Apparatus</b>			
Minor Works	400.00	425.00	D
Standard Works	800.00	850.00	D
Major Works	1,600.00	1,700.00	D

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Miscellaneous</b>			
<b>Supply Photocopy of the Following:</b>			
Building Regulation Approval or Completion Certificate and planning decision notice (max 4 pages)	30.60	31.21	D
Any Other Chargeable Documents	40.80	41.62	D
Assistance from Council Staff to Extract, Interpret or Describe this Material	30.60	31.21	D
A4 Aerial Photograph	As A4 Doc	As A4 Doc	D
Copy of tree preservation order	As A4 Doc	As A4 Doc	D
Copy of Consultant Report	71.40	72.83	D
Copy of larger format plans	16.32	16.65	D
<b>Map Production:</b>			
Admin Charge - inclusive of copying of first sheet.	15.30	15.61	D
A4 –per subsequent sheet.	0.71	0.72	D
A3 - per subsequent sheet	1.02	1.04	D
A2 –per subsequent sheet	1.73	1.76	D
A1 - per subsequent sheet	6.78	6.92	D
A0 - per subsequent sheet	10.86	11.08	D
<b>Price per Copy (Colour)</b>			
A4 –per subsequent sheet.	1.73	1.76	D
A3 - per subsequent sheet	2.24	2.28	D
A2 –per subsequent sheet	3.77	3.85	D
A1 - per subsequent sheet	12.95	13.21	D
A0 - per subsequent sheet	21.11	21.53	D
Price Per Disc - CD-R	59.16	60.34	D
Price Per Disc – DVD-R	73.95	75.43	D
Assistance from Council Staff to Extract, Interpret or Describe Material	112.20	114.44	D
Flat Rate to be Added for Access to OS Data	17.34	17.69	D
Weekly List of Planning Applications to Non-Public Authority Applicants for One Year	362.10	369.34	D
Provision of Non-Statutory Info. – Per Question (Estate Agents etc.)	47.94	48.90	D
Provision of Non-Statutory Info. – Per Question Reporting Conditions Compliance	73.44	74.91	D
Provision of Non-Statutory Info. – Per Question (Estate Agents etc.)	47.94	48.90	D
Provision of Non-Statutory Info. – Per Question Reporting Conditions Compliance	73.44	74.91	D



## PLANNING

**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.

Development Category	Charging Rates 2021/22
<b>Category A – Householder Development</b>	<ul style="list-style-type: none"> <li>£130 – unaccompanied visit and formal response to request. Meetings can be arranged by agreement with the Case Officer at a cost of £100 per hour per Officer.</li> </ul>
<b>Category B – Minor Development</b>  <b>See also notes:</b> <b>(1), (2)</b>	<ul style="list-style-type: none"> <li>£310 to cover one unaccompanied site visit and formal response to request. Meetings can be arranged by agreement with the Case Officer at a cost of £100 per hour per Officer.</li> <li>Hourly rate thereafter –This could involve officers from various Departments including e.g Environmental Health, Legal, Highways, Open Spaces etc.</li> </ul>
<b>Category C – Intermediate Development</b>  <b>See also notes:</b> <b>(1), (2),</b>	<ul style="list-style-type: none"> <li>£620 to cover one site visit, formal response to request and one meeting.</li> <li>Hourly rate thereafter –This could involve officers from various Departments including e.g Environmental Health, Legal, Highways, Open Spaces etc.</li> </ul>
<b>Category D – Small Scale Development</b>  <b>See also notes:</b> <b>(1), (2),</b>	<ul style="list-style-type: none"> <li>£1500 to cover one site visit, formal response to request and up to two meetings.</li> <li>Hourly rate thereafter –This could involve officers from various Departments including e.g Environmental Health, Legal, Highways, Open Spaces etc.</li> </ul>
<b>Category E – Significant Development</b>  <b>See also notes:</b> <b>(1), (2),</b>	<ul style="list-style-type: none"> <li>£2500 to cover one site visit, formal response to request and up to two meetings.</li> <li>Hourly rate thereafter –This could involve officers from various Departments including e.g Environmental Health, Legal, Highways, Open Spaces etc.</li> </ul>
<b>Category F – Large Scale Development</b>  <b>See also notes:</b> <b>(1), (2),</b>	<ul style="list-style-type: none"> <li>£3000 for schemes of 50 houses plus an additional fee of £100 per house over 50 houses to a maximum fee of £30000. Fee covers one site visit, formal response to request and up to two meetings.</li> <li>Hourly rate thereafter –This could involve officers from various Departments including e.g Environmental Health, Legal, Highways, Open Spaces etc</li> </ul>
<b>Notes:</b>	
(1) Current hourly rate is £100 per hour for all Officers.	
Householder (Category A) meetings and Minor Development (Category B) meetings, where requested, are with the Case Officer. Additional officers at hourly rate.	
Meetings included in Categories C to F include the Case Officer and a Highways Officer. Additional officers will be charged at an hourly rate.	
(2) Green Belt/Conservation Areas/Listed Buildings: Proposals involving one or more of these categories will incur additional fees due to the additional considerations involved. Additional fees for Category A £100, Category B £150, Category C £250, Category D £350, Category E £500, Category F £1000	

## ADULT SOCIAL CARE

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Maximum Charges for Community Based Care</b>			
Domiciliary Care (per hour) – Note – Full cost recovery applies if above threshold level	Full cost recovery as per charge by care provider	Full cost recovery as per charge by care provider	S
Residential Care – Note – Full cost recovery applies if above threshold level	Full cost recovery as per charge by care provider	Full cost recovery as per charge by care provider	S
Day Care (per session)	17.25	17.40	D
Family Placement (per session)	17.25	17.40	D
Naughton Fields and Barkla Fields Support Charge (per week)	14.10	14.25	D
Key Safe	57.75	58.30	D
Transport (per journey)	3.20	3.25	D
<b>Meals in the Community</b>			
Family Placement Breakfast	2.15	2.20	D
Family Placement Lunch	2.60	2.65	D
Family Placement Tea	2.45	2.50	D
Meals - Delivered to People in Their Own Homes	4.15	4.20	D
Meals - Tea Time Pack Delivered to People in Their Own Home	2.90	2.95	D
<b>Charges Community Based Services</b>			
Pitch Charges (weekly) Riverview Gypsy Site 21 pitches @	62.20	63.10	D
Pitch Charges (weekly) Riverview Gypsy Site 1 pitch @	72.65	73.95	D
Water & Sewerage (weekly) - Riverview Gypsy Site	14.80	15.40	D
Combined Pitch and Water/Sewerage Charge – Canalside Traveller Site	83.75	85.00	D
Pitch Charges (daily) - Transit Site	13.90	14.10	D
<b>Charges to Other Local Authorities</b>			
Older People in Residential Intermediate Care (per week)	720.50	727.50	D
Adults in Supported Accommodation (per week) Bredon	624.25	630.50	D
Day Care - Older People (per session)	49.85	50.35	D
Day Care - Adults with Learning Disability (per session)	88.45	89.35	D
Day Care - Adults with Physical/Sensory Disability (per session)	102.50	103.50	D
<b>Appointee/Deputyship Charges*</b>			
Securing Property	110.00	110.00	D
Continuous Monitoring of Property (when property holder is unable - cost per hour)	27.50	27.50	D
Storage of Wills (annual cost)	27.50	27.50	D
Property Searches, Meter Readings etc (cost per hour)	27.50	30.00	D
<b>Charging structure for the Appointeeship Service:</b>			
Appointeeship clients (residential) per annum	380.00	380.00	D
Appointeeship clients (community based) per annum.	624.00	624.00	D
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	S
Duchy of Lancaster Referrals (where people have died intestate)	Actual cost	Actual cost	S
Applications to the Court of Protection	Actual cost	Actual cost	S
Administration charge following a client leaving the Appointeeship service.	300.00	300.00	D
Funeral Arrangements	350.00	360.00	D
Same day payment of personal allowances	5.00	5.00	D
<b>Community Wardens/Lifeline Charges</b>			
<b>Single Occupancy – per person charge</b>			
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.)	6.40	6.45	D
Level 2 Call centre monitoring plus reactive callout. Community warden visits up to two weekly, according to assessed need and support planning.	10.30	10.40	D
Houses of Multiple Occupation	3.43	3.45	D

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Fees for Licensing Residential Park Home Sites</b>			
New License Application: 1-5 Pitches	515.00	520.00	D
New License Application: 6-15 Pitches	555.00	560.00	D
New License Application: 16-45 Pitches	594.00	600.00	D
New License Application: >46 Pitches	633.00	640.00	D
Transfer of Existing License: 1-5 Pitches	129.00	130.00	D
Transfer of Existing License: 6-15 Pitches	129.00	130.00	D
Transfer of Existing License: 16-45 Pitches	129.00	130.00	D
Transfer of Existing License: >46 Pitches	129.00	130.00	D
Application to vary a Site License: 1-5 Pitches	212.00	215.00	D
Application to vary a Site License: 6-15 Pitches	265.00	270.00	D
Application to vary a Site License: 16-45 Pitches	318.00	320.00	D
Application to vary a Site License: >46 Pitches	371.00	375.00	D
Annual License Fee: 1-5 Pitches	84.00	85.00	D
Annual License Fee: 6-15 Pitches	110.00	110.00	D
Annual License Fee: 16-45 Pitches	166.00	170.00	D
Annual License Fee: >46 Pitches	333.00	335.00	D
Deposit of Site Rules: 1-5 Pitches	32.00	32.25	D
Deposit of Site Rules: 6-15 Pitches	32.00	32.25	D
Deposit of Site Rules: 16-45 Pitches	32.00	32.25	D
Deposit of Site Rules: >46 Pitches	32.00	32.25	D

## **CHILDREN'S SOCIAL CARE**

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Halton Lodge Children's Centre</b>			
Meeting Room – Voluntary Group Hourly Rate	7.10	7.20	D
Meeting Room – Voluntary Group Daily Rate	38.00	38.40	D
Meeting Room – Private Group Hourly Rate	9.20	9.30	D
Meeting Room – Private Group Daily Rate	53.00	53.50	D
Training Room 1&2 – Voluntary Group Hourly Rate	7.10	7.20	D
Training Room 1&2 – Voluntary Group Daily Rate	38.00	38.40	D
Training Room 1&2 – Private Group Hourly Rate	9.20	9.30	D
Training Room 1&2 – Private Group Daily Rate	53.00	53.50	D
Training Room 1 – Voluntary Group Hourly Rate	3.80	3.80	D
Training Room 1 – Voluntary Group Daily Rate	15.60	15.80	D
Training Room 1 – Private Group Hourly Rate	6.00	6.10	D
Training Room 1 – Private Group Daily Rate	30.50	30.80	D
Training Room 2 – Voluntary Group Hourly Rate	3.80	3.80	D
Training Room 2 – Voluntary Group Daily Rate	15.60	15.80	D
Training Room 2 – Private Group Hourly Rate	6.00	6.10	D
Training Room 2 – Private Group Daily Rate	30.50	30.80	D
Community Room – Voluntary Group Hourly Rate	4.90	4.90	D
Community Room – Voluntary Group Daily Rate	23.10	23.30	D
Community Room – Private Group Hourly Rate	7.60	7.70	D
Community Room – Private Group Daily Rate	42.30	42.70	D
Quiet Room – Voluntary Group Hourly Rate	2.80	2.80	D
Quiet Room – Voluntary Group Daily Rate	10.80	10.90	D
Quiet Room – Private Group Hourly Rate	5.50	5.60	D
Quiet Room – Private Group Daily Rate	26.90	27.20	D
<b>Halton Brook Children's Centre</b>			
Meeting Room – Voluntary Group Hourly Rate	7.10	7.20	D
Meeting Room – Voluntary Group Daily Rate	38.00	38.40	D
Meeting Room – Private Group Hourly Rate	9.20	9.30	D
Meeting Room – Private Group Daily Rate	53.00	53.50	D
<b>Windmill Hill Children's Centre</b>			
Play Room – Voluntary Group Hourly Rate	9.20	9.30	D
Play Room – Voluntary Group Daily Rate	53.00	53.50	D
Play Room – Private Group Hourly Rate	11.40	11.50	D
Play Room – Private Group Daily Rate	67.90	68.60	D
Training Room – Voluntary Group Hourly Rate	7.10	7.20	D
Training Room – Voluntary Group Daily Rate	38.00	38.40	D
Training Room – Private Group Hourly Rate	9.20	9.30	D
Training Room – Private Group Daily Rate	53.00	53.50	D
Family Room – Voluntary Group Hourly Rate	4.90	4.90	D
Family Room – Voluntary Group Daily Rate	23.10	23.30	D
Family Room – Private Group Hourly Rate	7.60	7.70	D
Family Room – Private Group Daily Rate	42.30	42.70	D

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Brookvale Children's Centre</b>			
Woodhatch Room – Voluntary Group Hourly Rate	9.20	9.30	D
Woodhatch Room – Voluntary Group Daily Rate	53.00	53.50	D
Woodhatch Room – Private Group Hourly Rate	11.40	11.50	D
Woodhatch Room – Private Group Daily Rate	67.90	68.60	D
Wellbrook Room – Voluntary Group Hourly Rate	7.10	7.20	D
Wellbrook Room – Voluntary Group Daily Rate	38.00	38.40	D
Wellbrook Room – Private Group Hourly Rate	9.20	9.30	D
Wellbrook Room – Private Group Daily Rate	53.00	53.50	D
Helston Room – Voluntary Group Hourly Rate	5.50	5.60	D
Helston Room – Voluntary Group Daily Rate	26.90	27.20	D
Helston Room – Private Group Hourly Rate	7.60	7.70	D
Helston Room – Private Group Daily Rate	42.30	42.70	D
Kilncroft Room – Voluntary Group Hourly Rate	4.30	4.30	D
Kilncroft Room – Voluntary Group Daily Rate	19.30	19.50	D
Kilncroft Room – Private Group Hourly Rate	6.60	6.70	D
Kilncroft Room – Private Group Daily Rate	34.20	34.50	D
Portleven Room – Voluntary Group Hourly Rate	4.30	4.30	D
Portleven Room – Voluntary Group Daily Rate	19.30	19.50	D
Portleven Room – Private Group Hourly Rate	6.60	6.70	D
Portleven Room – Private Group Daily Rate	34.20	34.50	D
Clovelly Room – Voluntary Group Hourly Rate	4.30	4.30	D
Clovelly Room – Voluntary Group Daily Rate	19.30	19.50	D
Clovelly Room – Private Group Hourly Rate	6.60	6.70	D
Clovelly Room – Private Group Daily Rate	34.20	34.50	D
Hanover Full Room – Voluntary Group Hourly Rate	9.20	9.30	D
Hanover Full Room – Voluntary Group Daily Rate	53.00	53.50	D
Hanover Full Room – Private Group Hourly Rate	11.40	11.50	D
Hanover Full Room – Private Group Daily Rate	67.90	68.60	D
Hanover Half Room – Voluntary Group Hourly Rate	4.60	4.60	D
Hanover Half Room – Voluntary Group Daily Rate	26.60	26.90	D
Hanover Half Room – Private Group Hourly Rate	7.10	7.20	D
Hanover Half Room – Private Group Daily Rate	33.80	34.10	D
<b>Ditton Library</b>			
Community Room & Kitchen– Voluntary Group Hourly Rate	9.20	9.30	D
Community Room & Kitchen – Voluntary Group Daily Rate	53.00	53.50	D
Community Room & Kitchen – Private Group Hourly Rate	11.40	11.50	D
Community Room & Kitchen – Private Group Daily Rate	67.90	68.60	D
Quiet Room – Voluntary Group Hourly Rate	3.30	3.30	D
Quiet Room – Voluntary Group Daily Rate	11.90	12.00	D
Quiet Room – Private Group Hourly Rate	5.60	5.70	D
Quiet Room – Private Group Daily Rate	26.90	27.20	D
Play Room – Voluntary Group Hourly Rate	5.60	5.70	D
Play Room – Voluntary Group Daily Rate	26.90	27.20	D
Play Room – Private Group Hourly Rate	7.60	7.70	D
Play Room – Private Group Daily Rate	41.70	42.10	D

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Ditton Children's Centre</b>			
Conference Room – Voluntary Group Hourly Rate	7.10	7.20	D
Conference Room – Voluntary Group Daily Rate	38.00	38.40	D
Conference Room – Private Group Hourly Rate	9.20	9.30	D
Conference Room – Private Group Daily Rate	53.00	53.50	D
Community Room – Voluntary Group Hourly Rate	5.50	5.60	D
Community Room – Voluntary Group Daily Rate	26.90	27.20	D
Community Room – Private Group Hourly Rate	7.60	7.70	D
Community Room – Private Group Daily Rate	41.70	42.10	D
Quiet Room – Voluntary Group Hourly Rate	3.30	3.30	D
Quiet Room – Voluntary Group Daily Rate	11.90	12.00	D
Quiet Room – Private Group Hourly Rate	5.60	5.70	D
Quiet Room – Private Group Daily Rate	26.90	27.20	D
<b>Upton Children's Centre</b>			
Meeting Room – Voluntary Group Hourly Rate	5.40	5.50	D
Meeting Room – Voluntary Group Daily Rate	26.30	26.60	D
Meeting Room – Private Group Hourly Rate	7.40	7.50	D
Meeting Room – Private Group Daily Rate	40.80	41.20	D
Play Room – Voluntary Group Hourly Rate	6.90	7.00	D
Play Room – Voluntary Group Daily Rate	37.20	37.60	D
Play Room – Private Group Hourly Rate	9.00	9.10	D
Play Room – Private Group Daily Rate	51.90	52.40	D
<b>Warrington Road Children's Centre</b>			
Buttercup Room – Voluntary Group Hourly Rate	9.20	9.30	D
Buttercup Room – Voluntary Group Daily Rate	53.00	53.50	D
Buttercup Room – Private Group Hourly Rate	11.40	11.50	D
Buttercup Room – Private Group Daily Rate	67.90	68.60	D
Daisy Room – Voluntary Group Hourly Rate	5.60	5.70	D
Daisy Room – Voluntary Group Daily Rate	26.90	27.20	D
Daisy Room – Private Group Hourly Rate	7.60	7.70	D
Daisy Room – Private Group Daily Rate	41.70	42.10	D
Daffodil Room – Voluntary Group Hourly Rate	5.60	5.70	D
Daffodil Room – Voluntary Group Daily Rate	26.90	27.20	D
Daffodil Room – Private Group Hourly Rate	7.60	7.70	D
Daffodil Room – Private Group Daily Rate	41.70	42.10	D
Daisy and Daffodil Room – Voluntary Group Hourly Rate	9.20	9.30	D
Daisy and Daffodil Room – Voluntary Group Daily Rate	53.00	53.50	D
Daisy and Daffodil Room – Private Group Hourly Rate	11.40	11.50	D
Daisy and Daffodil Room – Private Group Daily Rate	67.90	68.60	D
Kitchen – Voluntary Group Hourly Rate	9.20	9.30	D
Kitchen – Voluntary Group Daily Rate	53.00	53.50	D
Kitchen – Private Group Hourly Rate	11.40	11.50	D
Kitchen – Private Group Daily Rate	67.90	68.60	D
Poppy Room – Voluntary Group Hourly Rate	3.30	3.30	D
Poppy Room – Voluntary Group Daily Rate	11.90	12.00	D
Poppy Room – Private Group Hourly Rate	5.60	5.70	D
Poppy Room – Private Group Daily Rate	26.90	27.20	D
<b>Kingsway Children's Centre</b>			
Community Room – Voluntary Group Hourly Rate	9.20	9.30	D
Community Room – Voluntary Group Daily Rate	53.00	53.50	D
Community Room – Private Group Hourly Rate	11.40	11.50	D
Community Room – Private Group Daily Rate	67.90	68.60	D
Quiet Room – Voluntary Group Hourly Rate	3.30	3.30	D
Quiet Room – Voluntary Group Daily Rate	11.90	12.00	D
Quiet Room – Private Group Hourly Rate	5.60	5.70	D
Quiet Room – Private Group Daily Rate	26.90	27.20	D
Meeting Room – Voluntary Group Hourly Rate	4.30	4.30	D
Meeting Room – Voluntary Group Daily Rate	19.30	19.50	D
Meeting Room – Private Group Hourly Rate	6.60	6.70	D
Meeting Room – Private Group Daily Rate	34.20	34.50	D
For All Above - Equipment HireTV,OHP,Projector,DVD Player available at an hourly rate of £2.75 each			
For All Above - 25% discount on all block bookings over 10 sessions			

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Early Years Day Care Parental Fees</b>			
<b>Warrington Road Bambini Daycare Centre</b>			
Full Day 8am – 6pm	40.00	40.50	D
Morning 8am – 1pm	26.50	26.75	D
Afternoon 1pm – 6pm	25.50	25.75	D
<b>Ditton Early Years Centre</b>			
Full Day 8am – 6pm	40.00	40.50	D
Morning 8am – 1pm	26.50	26.75	D
Afternoon 1pm – 6pm	25.50	25.75	D

## **OPEN SPACES**

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Allotments</b>			
Allotment Plot	0.47p m <sup>2</sup>	0.47p m <sup>2</sup>	D
New Tenant Admin Fee (includes £20 refundable cost of key)	43.50	43.50	D
<b>Cemeteries and Crematorium Charges</b>			
<b>Purchase of Exclusive Right of Burial (50 year lease):</b>			
Three interments	980.00	990.00	D
One or two interments	870.00	878.00	D
Cremated remains grave	520.00	525.00	D
Extension of lease for further 50 years after initial purchase		0.00	
Three Interments	980.00	990.00	D
One or two interments	870.00	878.00	D
Cremated remains grave	520.00	525.00	D
<i>Price includes fee for concrete beam for installation of memorial</i>			
<b>Interment Fees (Mon to Thurs 10am to 3pm and Fri 10am to 2pm):</b>			
1 interment - adult	815.00	825.00	D
2 interments - adult	925.00	935.00	D
3 interments - adult	1,040.00	1,050.00	D
Stillborn child or child not exceeding 12 months	Nil	Nil	D
Burial of cremated remains (Mon-Fri)	210.00	210.00	D
Burial of two cremated caskets at same time or double cremated remains casket (Mon-Fri)	310.00	313.00	D
Burial of two cremated remains casket/double casket at the same time – non-resident	595.00	600.00	D
Burial of Body Parts/ Organs	80.00	80.00	D
Burial of cremated remains child under 16 (Mon-Fri)	Nil	Nil	D
Additional fee outside of core times ( <i>Monday to Thursday 10.00 a.m. – 2.00 pm, Friday – 10.00 a.m. to 1.30 pm</i> ).	145.00	146.00	D
Saturday morning additional fee (full burials)	+50% of interment fee	+50% of interment fee	D
Non-resident charge for A-H above +100%(If Previous Borough resident when grave purchased – no extra charge)	1.00	1.00	D
Late Arriving Funeral – 10 minutes or more	55.00	55.00	D
Incorrect coffin size for Cremation or Burial (New Charge 2020/21)	75.00	75.00	D
Excessive coffin length for Burial (over 6ft 6) (New Charge 2020/21)	75.00	75.00	D
Indemnity fee	93.00	94.00	D
Use of Crematorium Chapel for funeral service	125.00	126.00	D
Transfer of Ownership of Exclusive Right of Burial	93.00	94.00	D
Replacement Grave Deed	55.00	55.00	D
Grave search – up to 10 names	45.00	45.00	D
<b>Memorials:</b>			
New Headstone	195.00	195.00	D
Additional Inscription	55.00	55.00	D
Vase/tablet/book – up to 18" x 12" x 12"	77.00	77.00	D
Registration of BRAMM registered masons	nil	nil	D
Inscription to Baby Headstone in Baby Garden	67.00	67.00	D
Replacement headstone/kerb/refix to NAMM	55.00	55.00	D
<b>Memorial Benches (10 year lease)</b>			
5ft hardwood bench, with engraved plaque	809.00	818.00	D
Renewal of 10 year lease (existing bench)	721.00	730.00	D



	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Crematorium Charges</b>			
Cremation charge – adult	765.00	799.00	D
Cremation charge – child (1 year-16 years)	350.00	nil	D
Cremation charge – child under 1 year	75.00	nil	D
Cremation charge – after anatomical examination	405.00	410.00	D
Cremation webcast Live service charge	30.00	30.00	D
Cremation webcast service charge	46.50	46.50	D
Cremation webcast physical Copy ( DVD/Blu-Ray/USBcharge service)	51.50	52.00	D
Saturday morning – additional charge	0.50	0.50	D
Scattering of remains (cremation at Widnes Crematorium) – Monday to Friday	73.00	74.00	D
Scattering of remains (no attendance) when cremation has taken place at another crematorium - Monday to Friday	120.00	121.00	D
Scattering of Ashes no appointment (other crematorium) (New Charge 2020/21)	50.00	50.00	D
Casket – wooden	80.00	81.00	D
Token box	25.00	25.00	D
Storage of cremated remains after one calendar month from date of cremation	80.00	80.00	D
Postage of cremated remains (by secure carrier)	By Request	By request	D
Certified Extract from the Cremation Register	57.00	57.00	D
<b>Miscellaneous Charges</b>			
Civil Funeral Celebrant	205.00	207.00	D
Reprinting of Invoice Schedule	27.00	27.00	D
Incomplete cremation forms	10.00	10.00	D
Late Cremation / Burial Forms	25.00	25.00	D
Storage of Headstone After Burial - Up to 6 Months – Note, cost not recovered	nil	nil	D
Storage of Headstone After Burial - Monthly Charge Thereafter - Note increase in charge reflects actual cost	10.00	25.00	D
Release fee after hours from any Halton Cemetery (New Charge 2021/2022)	N/A	50.00	
<b>Plaques (10 year lease)</b>			
Bronze plaque	276.00	280.00	D
Renewal for further 10 years	132.00	133.00	D
Granite plaque on Planter – Four Seasons/ Runcorn Cemetery Sundial	430.00	435.00	D
Renewal for further 10 years	175.00	177.00	D
Memeorial Plaque on Marble Bench - Peel House Cemetery only (New Charge 2021/2022)	N/A	475.00	
<b>Book of Remembrance -</b>			
2 line entry	103.00	104.00	D
3 line entry	134.00	135.00	D
4 line entry	165.00	166.00	D
5 line entry	191.00	192.00	D
6 line entry	227.00	230.00	D
7 line entry	252.00	255.00	D
8 line entry	283.00	285.00	D
Flower designs	93.00	94.00	D
Other designs	103.00	104.00	D
Extra line to existing entry	57.00	57.00	D
<b>Slate Tablets</b>			
Slate Tablets per letter – 2020/21 increase of 20% to reflect costs	6.00	6.00	D
<b>Sanctum Vaults:</b>			
10 year lease (includes wooden casket)	670.00	676.00	D
Renewal for further 10 years	305.00	309.00	D
20 year lease (includes wooden casket)	895.00	904.00	D
Renewal for further 20 years	435.00	440.00	D
Placing 2nd casket of remains – Monday to Friday only	73.00	74.00	D
Opening vault on request - 2020/21 increase of 13% to reflect costs	45.00	45.00	D

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Design and Lettering</b>			
Lettering (per letter)	4.60	4.65	D
Small design	87.00	88.00	D
Large design	113.00	114.00	D
Photo tile (portrait – 1 person)	158.00	160.00	D
Photo tile (landscape – 2 persons)	204.00	206.00	D
<b>Outdoor Facility Charges</b>			
<b>Summer Games:</b>			
Adult Bowling Green Card (Annual)	25.00	25.00	D
Couples Bowling Green Card (Annual) (in same household)	43.33	43.33	D
Junior Bowling Green Card (Annual)	12.50	12.50	D
Summer Rugby Adult	575.00	585.00	D
Summer Rugby Juniors - #	340.00	345.00	D
<b>Winter Games:</b>			
Adult B/B Pitch Hire (Alternate weeks)	585.00	590.00	D
Junior B/B Pitch Hire (Alternate weeks)	345.00	348.50	D
Mini Soccer B/B Hire	265.00	268.00	D
Youth B/B Pitch Hire - no changing rooms (Alternate Weeks New Charge for 21/22)	N/A	200.00	
Mini Soccer B/B Pitch Hire - no changing rooms (Alternate Weeks New Charge for 21/22)	N/A	150.00	
Adult Baseball Field (Annual)	575.00	580.00	D
Junior Baseball Field (Annual)	340.00	345.00	D
Adult Casual Pitch	34.00	34.50	D
Junior Casual Pitch	21.25	21.50	D
<b>Bandstand Hire</b>			
Halton Constituted Community Groups	POA	POA	D
Halton Registered Charities	POA	POA	D
<b>Event Land Hire – Non Commercial</b>			
Halton Constituted Community Groups	POA	POA	D
Halton Registered Charities	POA	POA	D
Land Hire Bond (Refundable)	POA	POA	D
<b>Event Land Hire - Commercial</b>			
Commercial Land Hire	POA	POA	D

## **PUBLIC HEALTH & PUBLIC PROTECTION SERVICES**

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Environmental Information</b>			
Basic outstanding Environmental Health search	Free	Free	S
Access to information on Public Register	Free	Free	S
Provision of other environmental information that is not publicly available (per hour)	21.80	22.00	D
<b>Environmental Protection Act</b>			
List of authorised part "B" Processes	44.40	44.85	S
List of authorised part "A" Processes	45.50	45.95	S
<b>Condemned Food Certificates</b>			
Disposal of condemned food following statutory or voluntary process	At cost	At cost	S
<b>Certification of Food Products for Export</b>			
Certificates requiring signature	68.45	68.45	S
Other documents requiring stamp	22.65	22.65	S
<b>National Food Hygiene Rating Scheme</b>			
Request for Re-Inspection	117.20	118.40	S
<b>Kennelling of Dogs</b>			
Reclaiming of Stray Dogs	On Application*	On Application*	S
Collection of Dogs from repossessed premises	84.40	85.25	S
Transportation of non-seized animals i.e. dogs/cats to kennels or other premises	84.40	85.25	S
*As agreed with Strategic Director People or Director of Public Health			
<b>Animal Welfare Licensing of Activities involving Animals (Regulations 2018)</b>			
Pet Shop	221.20	223.45	S
Pet Shop with Dangerous Animals	327.85	331.15	S
Boarding Cats	242.05	244.50	S
Boarding Dogs	242.05	244.50	S
Breeding Dogs	349.10	352.60	S
Hiring Horses	349.10	352.60	S
Home Boarding Dogs	199.15	201.15	S
Dog Day Care	199.15	201.15	S
Exhibition Animals	242.45	244.90	S
<b>EPA Authorisation</b>			
Application	Statutory fee	Statutory fee	S
Renewal	Statutory fee	Statutory fee	S
<b>Health and Safety At Work Act 1974 etc.</b>			
Provision of information obtained under the Act including production of statements and reports as requested (per hour)	21.80	22.00	S
Acupuncture, Tattooing, Ear Piercing and Electrolysis Establishments Registration fee	117.85	119.05	S
Additional Individual Operator Registration	37.25	37.60	S
Border Agency Accommodation Inspections	78.55	79.35	S
Return of Seized Sound Equipment (Noise Act 1996)	138.70	140.10	S
Housing Enforcement Notices under Section 49 of the Housing Act 2004	197.35	199.25	S
Houses in Multiple Occupation up to and including 5 rooms. 5 year license	520.20	525.40	S
Houses in Multiple Occupation with 6 rooms. 5 year license	557.25	562.85	S
Houses in Multiple Occupation with 7 rooms. 5 year license	593.70	599.65	S
Houses in Multiple Occupation with 8 rooms. 5 year license	630.40	636.70	S
Houses in Multiple Occupation with 9 rooms. 5 year license	667.10	673.80	S
Houses in Multiple Occupation with 9 rooms and over. 5 year license	703.80	710.85	S
Petroleum Consolidation Regulations 2014 Certificate and Licensing	Statutory Fee	Statutory Fee	S

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Pest Control Charges</b>			
Commercial Charge for all pests (per hour, minimum 1 hour)	80.00	80.80	D
<b>Academy School Charge:</b>			
Ants	57.75	58.30	D
Fleas	57.75	58.30	D
Wasps	57.75	58.30	D
Cockroaches	57.75	58.30	D
Mice	57.75	58.30	D
Rats	57.75	58.30	D
<b>Journal or Cheque Book School Charge:</b>			
Ants	57.75	58.30	D
Fleas	57.75	58.30	D
Wasps	57.75	58.30	D
Cockroaches	57.75	58.30	D
Mice	57.75	58.30	D
Rats	57.75	58.30	D
<b>Domestic Charges - #:</b>			
Ants	48.05	48.50	D
Fleas	48.05	48.50	D
Wasps	43.45	43.90	D
Bedbugs	53.76	54.30	D
Cockroaches	27.75	28.00	D
Mice	27.75	28.00	D
Rats	Free	Free	S
<b>Regulatory Enforcement and Sanctions Act</b>			
The first 10 hours of advice in a financial year to all businesses	Free	Free	S
Hourly rate for additional consultancy to primary authority businesses	60.10	60.70	S

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Trading Standards Services</b>			
<b>Fireworks</b>			
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.	185.00	185.00	S
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.	243.00	243.00	S
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.	304.00	304.00	S
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.	374.00	374.00	S
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.	423.00	423.00	S
One year renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	86.00	86.00	S
Two year renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	147.00	147.00	S
Three year renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	206.00	206.00	S
Four year renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	266.00	266.00	S
Five year renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Statutory fee.	326.00	326.00	S
One year licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	109.00	109.00	S
Two year licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	141.00	141.00	S
Three year licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	173.00	173.00	S
Four year licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	206.00	206.00	S
Five year licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	239.00	239.00	S
One year renewal of licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	54.00	54.00	S
Two year renewal of licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	86.00	86.00	S
Three year renewal of licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	120.00	120.00	S
Four year renewal of licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	152.00	152.00	S
Five year renewal of licence to store explosives where no minimum separation distance is prescribed. Statutory fee.	185.00	185.00	S
Varying the name of licensee or address of site. Statutory fee.	36.00	36.00	S
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	S
Transfer of licence. Statutory fee.	36.00	36.00	S
Replacement of licence. Statutory fee.	36.00	36.00	S
Weights and Measures charged per office hour	63.77	64.40	S
Feeding stuffs – Manufacturing (statutory fee)	451.00	451.00	S
Feeding stuffs – Placing on the Market (statutory fee)	226.00	226.00	S
<b>PUBLIC HEALTH</b>			
Health Improvement Team – exercise session charge	3.00	3.00	D

## **COMMUNITY DEVELOPMENT**

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>COMMUNITY CENTRES</b>			
<b>Activities</b>			
Badminton (Juniors)	9.99	10.00	D
Badminton (Adults)	12.10	12.25	D
Climbing Wall (Adults – per hourly session)	2.85	2.85	D
Climbing Wall (Juniors – per hourly session)	1.15	1.15	D
Climbing Wall (Hire per hour inc. instructor)	39.40	40.00	D
<b>Community Groups:</b>			
Room Hire – Hall (per hour)	9.25	9.30	D
Room Hire – Small Room (per hour)	3.70	3.70	D
Room Hire – Medium Room (per hour)	5.25	5.30	D
Room Hire – Large Room (per hour)	5.89	5.90	D
<b>Private Groups:</b>			
Room Hire – Hall (per hour)	11.56	11.60	D
Room Hire – Small Room (per hour)	4.62	4.70	D
Room Hire – Medium Room (per hour)	6.40	6.40	D
Room Hire – Large Room (per hour)	7.15	7.20	D
<b>Commercial Groups:</b>			
Room Hire – Hall (per hour)	13.99	14.00	D
Room Hire – Small Room (per hour)	6.10	6.10	D
Room Hire – Medium Room (per hour)	7.99	8.00	D
Room Hire – Large Room (per hour)	8.51	8.60	D
Weekend Room Hire	Relevant room hire charge +50%	Relevant room hire charge +50%	D
Performing Rights (of total charge)	0.05	0.05	D
Sportshall at Upton Community Centre (Adults)	35.20	35.25	D
Sportshall at Upton Community Centre (Juniors)	28.37	28.40	D

## **LEISURE & RECREATION**

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Swimming</b>			
Adult	3.58	3.58	D
Junior	2.08	2.08	D
Halton Leisure Card (HLC)	2.25	2.25	D
Family Swim (2 x adults & 2 x juniors)	8.58	8.58	D
Aquababes	3.60	3.60	D
Private lesson 121	16.00	16.00	D
Private lesson 221	22.00	22.00	D
Child Swim Lesson - 30 min membership	21.20	21.20	D
Child Swim Lesson - 60 min membership	28.00	28.00	D
Adult Swim Lesson - 30 min membership	22.00	22.00	D
Private lesson 121 membership	54.00	54.00	D
Private lesson 221 membership	35.00	35.00	D
Crash Course - 30 min (5 day)	24.00	24.00	D
Certificate and badge (New Charge 2020.21)	2.00	2.00	D
<b>Memberships</b>			
Single membership new membership	21.67	21.67	D
Joint membership -	39.58	39.58	D
HLC Membership	21.00	21.00	D
Swim Only membership	19.58	19.58	D
Gym only membership (BRC/RSP)	13.33	13.33	D
Gym only membership (KLC)	14.99	14.99	D
Teen Membership	13.33	13.33	D
Family membership -	43.33	43.33	D
<b>Activities</b>			
Bowls	46.67	46.67	D
Halton Day Services	93.00	93.00	D
Men's 50+ Badminton	3.58	3.58	D
Karate Club	12.10	12.10	D
Trampoline Private Hire	11.67	11.67	D
Trampoline Membership	5.20	5.20	D
Badminton Club Hire (Per court, per hour, plus admission)	50.50	50.50	D
Liverpool Canoe Club	285.00	285.00	D
Netball Leagues	3.50	3.50	D
Back to Netball	2.10	2.10	D
Sports Hall Admit Adult	1.17	1.17	D
Sports Hall Admit Junior	1.33	1.33	D
HLC Admit	3.50	3.50	D
Squash Adult	1.75	1.75	D
Squash Junior	29.17	29.17	D
Casual Gym/Aerobics	4.33	4.33	D
Junior Fitness	2.25	2.25	D
Health Suite	5.10	5.10	D
Table Tennis Adult	2.17	2.17	D
Table Tennis Junior	1.20	1.20	D
Spectator Adult	50.00	50.00	D
Spectator Junior	91.00	91.00	D
Spectator HLC	34.00	34.00	D
Half Hall Booking KLC	26.80	26.80	D
Full Hall Booking KLC	85.00	85.00	D
Gymnasium KLC	50.00	50.00	D
Creche	46.67	46.67	D

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Activities continued</b>			
Swimming Pool KLC	93.00	93.00	D
Small Pool	3.58	3.58	D
Studio 1 & 2	29.70	29.70	D
Swimming Pool RSP	40.00	40.00	D
Swimming Pool BRC	70.00	70.00	D
Five a Side Block Booking BRC	49.00	49.00	D
Five a Side Block Booking junior BRC	24.00	24.00	D
Five a Side Casual - Adult	35.00	35.00	D
Five a Side Casual - Junior	17.50	17.50	D
Full Hall Booking Adult BRC	69.50	69.50	D
Half Hall Booking Junior BRC	24.00	24.00	D
Full Hall Booking Junior BRC	39.50	39.50	D
Gymnasium Adult BRC	31.00	31.00	D
Gymnasium Junior BRC	21.00	21.00	D
Astro Casual Adult	33.33	33.33	D
Astro Casual Junior	18.33	18.33	D
Parties (BRC) - Multi - Full Hall	120.00	120.00	D
Parties (BRC) Half Hall	100.00	100.00	D
Parties (KLC) Half Hall	100.00	100.00	D
Frank Myler Activity Room Block Booking	16.00	16.00	D
Frank Myler MUGA Block Booking	13.30	13.30	D
Halton Leisure Card	3.33	3.33	D
<b>Reservation Fees</b>			
Items in Stock	Free	Free	D
Items Bought Into Stock	2.50	2.50	D
Items Bought Into Stock – Leisure Card Holders	1.50	1.50	D
<b>Personal Computer Bookings</b>			
Printing (per page) – Black and White	0.15	0.15	D
Printing (per page) – Colour	0.25	0.25	D
Printing (per page) – Black and White – Leisure Card Holders	0.10	0.10	D
Printing (per page) – Colour – Leisure Card Holders	0.15	0.15	D
<b>Photocopies</b>			
A4 (per sheet)	0.15	0.15	D
A3 (per sheet)	0.25	0.25	D
<b>Fax</b>			
Per Sheet Received	0.50	0.50	D
To UK – First Sheet	1.00	1.00	D
To UK – Subsequent Sheets	0.25	0.25	D
To Europe – First Sheet	2.00	2.00	D
To Europe – Subsequent Sheets	0.50	0.50	D
To Outside Europe – First Sheet	3.00	3.00	D
To Outside Europe – Subsequent Sheets	1.00	1.00	D
<b>Lost Tickets</b>			
Adults	2.20	2.20	D
Children and Leisure Card Holders	1.10	1.10	D
<b>Room Hire</b>			
Meeting Room 2 - Halton Lea (per hour)	15.50	15.50	D
Meeting Room 3 - Halton Lea (per hour)	15.50	15.50	D
Meeting Room 2 & 3 - Halton Lea (per hour)	31.00	31.00	D
Meeting Room 4 - Halton Lea (per hour)	9.00	9.00	D
Meeting Room 5 – Halton Lea ICT Suite (per hour)	15.50	15.50	D
Meeting Room 7 - Halton Lea (per hour)	10.00	10.00	D
Meeting Room 8 - Runcorn (per hour)	12.75	12.75	D
Meeting Room 9 - Runcorn (per hour)	9.00	9.00	D
Meeting Room 10 - Runcorn (per hour)	9.00	9.00	D



## **WASTE & ENVIRONMENTAL IMPROVEMENT SERVICES**

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Waste Management</b>			
Charge for a new or replacement wheeled bin	29.00	29.50	D
Charge for the collection of bulky household items (Up to 3 items)	25.00	25.50	D
Charges for the collection of an additional bulky item (To a maximum of 3 additional items)	6.25	6.50	D
Charge for collection of garden waste (per bin)	35.00	35.00	D
Charge for the collection of commercial waste	Increase of 2.5% on 2019/20 Charges	Increase of 2.5% on 2020/21 Charges	D
**Charge for collection of an abandoned shopping trolley	55.00	56.00	D
**Charge for storage of an abandoned shopping trolley (per day)	5.50	5.60	D
**Charge for the return of an abandoned shopping trolley to the owner	55.00	56.00	D
**Charge for the disposal of an abandoned shopping trolley	55.00	56.00	D

## **STADIUM**

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>Room Hire</b>			
Bridge Suite	440.00	440.00	D
Karalius Suite	300.00	300.00	D
Single Box	70.00	70.00	D
Double Box	140.00	140.00	D
Triple Box	210.00	210.00	D
<b>Pitch Hire</b>			
*1/4 Hire - Off Peak	50.00	50.00	D
*1/2 Hire - Off Peak	100.00	100.00	D
*Full Pitch Hire - Off Peak	200.00	200.00	D
**/4 Hire - Peak	60.00	60.00	D
**1/2 Hire - Peak	120.00	120.00	D
**Full Pitch Hire - Peak	240.00	240.00	D

## **ECONOMY, ENTERPRISE & PROPERTY SERVICES**

	2020/21	2021/22	Statutory / Discretionary Charge (S/D)
<b>PROPERTY SERVICES</b>			
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	D
<b>ADULT LEARNING CLASSES – Note – Charges do not cover full cost of course, external grant covers the full remaining cost</b>			
Maths	Nil	Nil	D
English	Nil	Nil	D
HEP Employability Skills	Nil	Nil	D
Employability Skills	Nil	Nil	D
10 Week Courses	60.00	60.00	D
22 Week Courses + £30 registration fee	120.00	120.00	D
33 Week Courses + £30 registration fee	160.00	160.00	D
Wellbeing Courses	Nil	Nil	D
<b>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</b>			
<b>Runcorn Town Hall Room Hire Charges per hour</b>			
Committee Room 1 - 18 people	9.35	9.54	D
Committee Room 2 - 12 people	8.35	8.52	D
Civic Suite - 30 people or 50-60 theatre style	20.80	21.21	D
Chamber 80-90 people	31.20	31.83	D
<b>Kingsway Learning Centre Room Hire Charges per hour (10% discount for 6 meetings or more)</b>			
Room 10A - 15 people	7.83	8.00	D
Room 11 - 15 people	7.83	8.00	D
Room 15 - 15 people	7.83	8.00	D
Room 13 - 30 people	13.70	14.00	D

**THE BRINDLEY**

	2021/22	2022/23	Statutory / Discretionary Charge (S/D)
<b>The Theatre</b>			
<b>Commercial Hirers (1 performance or up to 8 hours):</b>			
Monday to Thursday	1,208.33	1,208.33	D
Friday to Sunday	1,375.00	1,375.00	D
<b>Community Hirers (1 performance or up to 8 hours):</b>			
Monday to Thursday	725.00	725.00	D
Friday and Saturday	825.00	825.00	D
Rehearsal Performance per 4 Hours (Monday to Thursday)	350.00	350.00	D
<b>The Studio</b>			
<b>Per 8 hour performance with technical support:</b>			
Monday to Thursday	335.00	335.00	D
Friday, Saturday and Sunday	385.00	385.00	D
<b>Per 4 hour rehearsal with technical support:</b>			
Monday to Thursday	200.00	200.00	D
Friday, Saturday and Sunday	241.66	241.66	D
<b>Per 4 hours dressing room facility:</b>			
Monday to Sunday	165.00	165.00	D
<b>Per 8 hours dressing room facility:</b>			
Monday to Sunday	248.33	248.33	D
<b>Per 12 hour dressing room facility:</b>			
Monday to Sunday	331.67	331.67	D
<b>Workshops Per 1 hour (studio):</b>			
Monday to Thursday (10am – 5pm) per hour	30.00	30.00	D
Saturday to Sunday	POA	POA	D
Technical Support	POA	POA	D
<b>Workshops Per 4 hours (studio):</b>			
Monday to Thursday (10am – 5pm) per hour	250.00	250.00	D
Saturday to Sunday	POA	POA	D
Technical Support			
<b>Education Room Hire</b>			
Hourly Rate	25.00	25.00	D
Day Rate	85.00	85.00	D
Technical Support	POA	POA	D
<b>Gallery Walls Hire</b>			
Standard Hire (Per Month)	400.00	400.00	D
Community Hire (Per Month)	Nil	Nil	D
<b>Gallery Room Hire</b>			
Hourly Rate	50.00	50.00	D
3 Hours Rate	100.00	100.00	D

	2021/22	2022/23	Statutory / Discretionary Charge (S/D)
<b>Additional Charges</b>			
Inclusion within the Brindley season Brochure	158.33	166.67	D
Brindley Website Facebook Advert	POA	POA	D
Brindley to manage ticket sales (per ticket)	0.46	0.46	D
Programme/Merchandise sales by Brindley staff	91.66	91.66	D
Merchandise Sales for Hirer by a Third Party (Per Show)	20.83	20.83	D
Additional technicians (per hour)	16.25	16.66	D
Pre rig (sound, lighting or stage) (Monday to Friday)	327.50	327.50	D
Pre rig (sound, lighting or stage) (Saturday, Sunday or Bank Holidays)	365.83	365.83	D
Use of the orchestra pit	31.00	31.00	D
Use of the Orchestra Pit (3 days +) Inclusive when hiring Brindley Theatre Music Stands and Lights –	Nil	Nil	D
Smoke Machine (day)	23.33	23.33	D
Smoke Machine (3 days +)	70.00	70.00	D
Haze Machine (day)	23.33	23.33	D
Haze Machine (3 days +)	70.00	70.00	D
Strobe Lights (day)	23.33	23.33	D
Strobe Lights (3 days +)	70.00	70.00	D
Radio Mics (each)	30.83	30.83	D
Radio Mics (3 days +) (per mic)	92.50	92.50	D
Music Stand and Light (day)	4.17	4.17	D
Music Stand and Light (3 days +)	12.50	12.50	D
Theatre Projector (day)	120.83	120.83	D
Theatre Projector (3 days +)	362.50	362.50	D
Studio Projector and Screen (day)	63.33	63.33	D
Studio Projector and Screen (3 days +)	190.00	190.00	D
Media Package – Projector and DVD Player (day)	45.00	45.00	D
Media Package – Projector and DVD Player (3 days +)	135.00	135.00	D
TV Monitor 65" and Stand (day)	62.50	62.50	D
TV Monitor 65" and Stand (3 days +)	187.50	187.50	D
Harlequin Dance Floor (day)	70.00	70.00	D
Harlequin Dance Floor (3 days +)	210.00	210.00	D
Star Cloth (day)	90.83	90.83	D
Star Cloth (3 days +)	272.50	272.50	D
Gauze (day)	46.66	46.66	D
Gauze (3 days +)	140.00	140.00	D
Pyrotechnics (day)	POA	POA	D
Pyrotechnics (week)	POA	POA	D
Steinway Grand Piano – (Theatre only) (day)	119.16	119.16	D
Steinway Grand Piano – (Theatre only) (3 days +)	357.50	357.50	D
Steinway Grand Piano tune (Theatre only) (weekday)	123.33	123.33	D
Steinway Grand Piano tune (Theatre only) (weekend)	153.33	153.33	D
Post show bar	100.00	100.00	D
Corkage Per Bottle (Wine)	8.33	8.33	D
Café Facility Per Hour (outside of normal opening hours) OR Café Space Hire	41.67	41.67	D

## REGISTRARS SERVICE\*\*

	2021/22	2022/23	Statutory / Discretionary Charge (S/D)
<b>Boston Suite and Lounge</b>			
Monday to Thursday	240.00	240.00	D
Friday	285.00	285.00	D
Saturday	325.00	325.00	D
Sunday (11am to 1pm)	410.00	410.00	D
Bank Holiday	510.00	510.00	D
<b>Civic Suite, Runcorn Town Hall</b>			
Monday to Thursday	355.00	355.00	D
Friday	365.00	365.00	D
Saturday	410.00	410.00	D
Sunday (11am to 1pm)	460.00	460.00	D
Bank Holiday	550.00	550.00	D
<b>Leiria or Members Room, Runcorn Town Hall</b>			
Monday to Thursday	325.00	325.00	D
Friday	335.00	335.00	D
Saturday	355.00	355.00	D
Sunday (11am to 1pm)	420.00	420.00	D
Bank Holiday	520.00	520.00	D
<b>Council Chamber Runcorn Town Hall and Approved Premises</b>			
Monday to Thursday	440.00	440.00	D
Friday	460.00	460.00	D
Saturday	520.00	520.00	D
Sunday	620.00	620.00	D
Bank Holiday	720.00	720.00	D
Note** - All charges are listed as discretionary but do include a statutory element applied by the General Registry Office			