

# **Minutes of the Cabinet 13 January 2016**

## **Appendix 1**

### **Fees and Charges 2016/17**

## **6.1 Appendix – ACE – Corporate Landlord – Facilities Management**

Service Area: Corporate Landlord – Facilities Management

### **1.1 Summary Statement**

The Council 's Financial Regulation 4.24 sets out a requirement for service areas fees and charges to be reviewed on an annual basis. This report seeks approval for the proposed 2016/17 fees and charges for lettings of facilities at the Sandwell Council House, The Council House Smethwick, West Bromwich Town Hall and Wednesbury Town Hall.

These charges are all discretionary and are proposed to enable the service to meet its target budget and also to encourage greater use of the facilities available within these locations.

The primary function of the above listed buildings is not for providing room hire facilities but to support the authorities business, however it is acknowledged that moving forward there needs to be an increased emphasis on making the building work for the authority and as such to increase the income generation opportunity at each location. The creation of income enables services to meet their annual budgets for the operational, maintenance and improvement costs for facilities.

### **1.2 Policies and legislation applicable to the charge**

There are no policies and legislation applicable for these charges other than compliance with the councils Financial Regulations, as all charges are discretionary.

### **1.3 Benchmarking information**

The current and proposed charges have been benchmarked against surrounding local authorities who offer facilities for hire, the information have again revealed that Sandwell are competitively priced. Whilst some differentiate between prices for not for profit / registered charity organisations and commercial organisations it appears that a charge is levied on all types of bookings.

### **1.4 Consultation undertaken**

A report was submitted in October 2015 which introduced which amended concessionary charges for community and voluntary groups following consultation with the primary users of the Town Hall facilities. The proposed charges for 2016 / 17 reflect those proposals which were approved by the council.

### **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

The charges proposed have been designed to maintain existing and encourage additional community usage between the hours of 9.00am and 9.00pm Monday to Friday. Lettings to all hirers after 9.00pm Monday to Friday, all day on Saturday, Sunday and Bank Holidays are chargeable at an appropriate rate to ensure all costs incurred by the council are recovered. The

income received from room lettings will enable a balanced budget to be achieved.

Approval is sought for the following specific bookings as a discount or exemption to the standard fees and charges is proposed.

- Wednesbury Town Hall Pensioners Tea Dance which meets each Friday for 48 weeks of the year currently a one off annual fee of £30 is payable at the end of the financial year. It is not proposed to increase this from April 2016
- Wednesbury Pensioners Fish and Chip afternoon with entertainment which meets on the 1st Tuesday of the month, organised by a community group, it is proposed to charge a one off annual fee of £30 payable at the end of the year.
- All lettings which are liable to a Performing Rights fee shall be charged a separate fee of £50 on each occasion to cover the costs incurred by the council, with the exception of the two Pensioners events (Tea Dance and Fish & Chip afternoon). The Performing Rights levy will not be charge if the hirer can provide evidence to the council that they have their own Performing Rights licence.
- It is proposed that the tea dance at West Bromwich Town Hall be allowed to continue to meet on a fortnightly basis, with the entrance fee of £1.00 per person being maintained for the next 12 months, until 31<sup>st</sup> March 2017.
- The Mayors Charity Appeal will continue to be granted two free of charge uses per annum.
- That the Communities teams shall be granted free use of the appropriate Town hall for their annual presentation and awards
- The above recommendations and approvals will also be considered as part of a Town Hall strategy which will be presented to Cabinet early in 2016

## **1.6 Financial implications**

The Facilities Management 2015 / 16 budget has an income target of £24,000 to be achieved from room lettings, covered by the proposed fees and charges, this is on target to be achieved at the end of the financial year. A 3% increase rounded at set out in the attached tables has been applied to the fees and charges and an inflated target income to reflect this will be set in the 2016/17 budget.

## **1.7 Specific new charges proposed (if required)**

A new charge relating to an annual fee of £30 for the Pensioner's Fish and Chip afternoon with entertainment which is operated by a community at Wednesbury Town Hall is proposed. This will create equality between both the Pensioners Tea Dance and the Fish and Chip afternoon as an annual fee of £30 is being levied to both. The council will subsidise the Performing Rights fees which are payable for these events.

## **1.8 Specific charges ceased (if required)**

There are no specific charges which have been ceased.

## 1.9 Equality Impact Assessment

An Equality Impact Assessment has been completed and no issues have been raised

## 2.0 ACE Let Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Sandwell Council House</b>						
Council Chamber per hour or part thereof, Minimum 2 hours booking	£26.50	2.83	£0.75	£27.25	Mon – Fri before 5.30pm	No
Council Chamber per hour or part thereof,	£48.50	3.10	£1.50	£50.00	Mon – Fri after 5.30pm & weekends	No
Annexes, Committee Rooms & Dining Room per hour or part thereof,	£18.00	2.80	£0.50	£18.50	Mon – Fri before 5.30pm	No
Annexes, Committee Rooms & Dining Room per hour or part thereof,	£26.50	2.83	£0.75	£27.25	Mon – Fri after 5.30pm & weekends	No
<b>Hire of West Bromwich Town Hall, Wednesbury Town Hall and Smethwick Council House</b>						
Internal Users only if no entrance fee being charged	No Charge		No Charge	No Charge	Mon – Fri before 5.30pm	No
Internal Users and Community Groups if entrance fee being charged per hour or part thereof	£7.75	3.20	£0.25	£8.00	Mon – Fri 9.00am – 9.00pm	No
Internal Users and Community Groups if entrance fee being charged per hour or part thereof	£49.50	3.04	£1.50	£51.00	After 9.00 pm and weekends	No
External Users per hour or part thereof	£25.50	2.95	£0.75	£26.25	Mon – Fri before 5.30pm	No
External Users per hour or part thereof	£49.50	3.04	£1.50	£51.00	After 5.30 pm and weekends	No
<b>Hire of Council Chamber / Committee Room</b>						
Internal Users and Community Groups if entrance fee being charged per hour or part thereof	No Charge		No Charge	No Charge	Mon – Fri 9.00am – 9.00pm	No

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Internal Users and Community Groups if entrance fee being charged per hour or part thereof	£5.25	0.00	£0.00	£5.25	Mon – Fri 9.00am – 9.00pm	No
Internal Users and Community Groups if entrance fee being charged per hour or part thereof	£23.00	2.18	£0.50	£23.50	After 5.30 pm and weekends	No
External Users per hour or part thereof	£18.00	2.75	£0.50	£18.50	Mon – Fri before 5.30pm	No
External Users per hour or part thereof	£23.00	2.18	£0.50	£23.50	After 5.30 pm and weekends	No
<b>Other Hire Charges</b>						
Hire of Kitchen (per function)	£51.00	0.00	£0.00	£51.00		No
Hire of Kitchen ( per function) - Concession for community	£25.50	0.00	£0.00	£25.50		No
Hire of Organ (per function)	£66.00	0.00	£0.00	£66.00		No
Hire of Concert Piano (per function)	£51.00	0.00	£0.00	£51.00		No
Hire of Upright Piano (per function)	£30.50	0.00	£0.00	£30.50		No
Performing Rights Fee	£50.00	0.00	£0.00	£50.00		Yes
Cancellation Fee external bookings Only						
Less than 6 days-notice	Full Cost		Full Cost	Full Cost		No
7-12 days-notice - cancellation charge	50% charge		50% charge	50% charge		No
13-23 days-notice	25% charge		25% charge	25% charge		No
Over 23 days-notice	nil		nil	nil		
<b>Concessions</b>						
Pensioners Fish & Chip Afternoon @ Wednesbury per annum		New	New	£30.00		No
Pensioners Tea Dance @ Wednesbury per annum	£30.00		£0.00	£30.00		No
Mayors Charity Events	2 events Free of Charge		2 events Free of Charge	2 events Free of Charge		

## **6.2 Appendix – ACE – Taxi Licensing**

Service Area: ACE Taxi Licensing'

### **1.1 Summary Statement**

Licensing of Private Hire and Hackney Carriage trades is a requirement of the Local Government (Miscellaneous Provisions) Act 1976. This Act also gives a Local Authority power to levy charges to meet this requirement resulting in a self-financing service.

### **1.2 Policies and legislation applicable to the charge**

The aim of the Licensing service is to protect the public and the costs of achieving this aim must be borne by licence holders.

### **1.3 Benchmarking information**

The report details the current fees and charges and a proposal that the licence fees remain unchanged for 2016/17, subject to third party fee increases. Any variation to the vehicle or operator licence fees would require consultation with licence holders. As the proposal is for the existing fees and charges to remain unchanged during 2016/17 consultation is not necessary. The Licensing Office will inform the trade via its newsletter that the fees and charges are to remain unchanged for the seventh successive year.

### **1.4 Consultation undertaken**

Available are details of fees charged by neighbouring authorities (Birmingham, Dudley, Walsall and Wolverhampton), which the Cabinet is asked to consider as part of the fee setting process

### **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

The fee for replacement door magnets is no longer required as they are no longer issued due to changes to vehicle policy.

### **1.6 Financial implications**

### **1.7 Specific new charges proposed (if required)**

None

### **1.8 Specific charges ceased (if required)**

None

### **1.9 Equality Impact Assessment**

An initial Equality Impact Assessment (EIA) has been carried out. No issues have been identified which impact on a particular group therefore a full EIA is not required

## 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>DRIVERS</b>			£0.00	£0.00		
Badge Deposit	£30.00	0.00	£0.00	£30.00		N
Badge Replacement (if lost or stolen)	£4.50	0.00	£0.00	£4.50		N
New Private Hire Driver's Licence Application (incl. CRB/DBS + DVLA check)*	£153.00	0.00	£0.00	£153.00		N
New Hackney Carriage Driver's Licence Application (incl. CRB/DBS + DVLA check)*	£153.00	0.00	£0.00	£153.00		N
Private Hire Driver's Licence Renewal Application (incl. CRB/DBS fee) - Every 3rd year*	£148.00	0.00	£0.00	£148.00		N
Hackney Carriage Driver's Licence Renewal Application (incl. CRB/DBS fee) - Every 3rd year*	£148.00	0.00	£0.00	£148.00		N
Private Hire Driver's Licence Renewal Application	£104.00	0.00	£0.00	£104.00		N
Hackney Carriage Driver's Licence Renewal Application	£104.00	0.00	£0.00	£104.00		N
New Dual Private Hire and Hackney Carriage Driver's Licence Application (incl. CRB/DBS + DVLA check)*	£204.00	0.00	£0.00	£204.00		N
Dual Private Hire and Hackney Carriage Driver's Licence Renewal Application	£155.00	0.00	£0.00	£155.00		N
Dual Private Hire and Hackney Carriage Driver's Licence Renewal Application (incl. CRB/DBS check)* - Every 3rd year	£199.00	0.00	£0.00	£199.00		N
New 3-year Private Hire Driver's Licence Application (incl. CRB/DBS + DVLA check)*	£352.00	0.00	£0.00	£352.00		N
New 3-year Hackney Carriage Driver's Licence Application (incl. CRB/DBS + DVLA check)*	£352.00	0.00	£0.00	£352.00		N
Renewal 3-year Private Hire Driver's Licence Application (incl. CRB/DBS check)*	£347.00	0.00	£0.00	£347.00		N

Renewal 3-year Hackney Carriage Driver's Licence Application (incl. CRB/DBS check)*	£347.00	0.00	£0.00	£347.00		N
<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
New 3-year Dual Private Hire and Hackney Carriage Driver's Licence Application (incl. CRB/DBS + DVLA check)*	£503.00	0.00	£0.00	£503.00		N
Renewal 3-year Dual Private Hire and Hackney Carriage Driver's Licence Application (incl. CRB/DBS)*	£498.00	0.00	£0.00	£498.00		N
CRB/DBS Disclosure Application*	£44.00	0.00	£0.00	£44.00	*CRB/DBS & DVLA MAY INCREASE FEES WITHIN THE YEAR – FEE INCREASE WILL BE PASSED ON	N
DVLA Driver History Trace*	£5.00	0.00	£0.00	£5.00	*CRB/DBS & DVLA MAY INCREASE FEES WITHIN THE YEAR – FEE INCREASE WILL BE PASSED ON	N
Each knowledge test, after first test failed	£30.00	0.00	£0.00	£30.00		N
Enquiry from licence holder regarding own data	£10.00	0.00	£0.00	£10.00		N
Enquiry from third party regarding licence holder's data	£30.00	0.00	£0.00	£30.00		N
<b>Concessionary fees are offered to licensed drivers who have successfully completed the BTEC &amp; NVQ driver training. (£10 reduction per year) - (See Drivers List Below)</b>		0.00	£0.00	£0.00		



Private Hire Driver's Licence Renewal Application (incl. CRB/DBS fee) - Every 3rd year*	£138.00	0.00	£0.00	£138.00		N
<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Hackney Carriage Driver's Licence Renewal Application (incl. CRB/DBS fee) - Every 3rd year*	£138.00	0.00	£0.00	£138.00		N
Private Hire Driver's Licence Renewal Application	£94.00	0.00	£0.00	£94.00		N
Hackney Carriage Driver's Licence Renewal Application	£94.00	0.00	£0.00	£94.00		N
Dual Private Hire and Hackney Carriage Driver's Licence Renewal Application	£145.00	0.00	£0.00	£145.00		N
Dual Private Hire and Hackney Carriage Driver's Licence Renewal Application (incl. CRB/DBS check)* - Every 3rd year	£189.00	0.00	£0.00	£189.00		N
Renewal 3-year Private Hire Driver's Licence Application (incl. CRB/DBS check)*	£317.00	0.00	£0.00	£317.00		N
Renewal 3-year Hackney Carriage Driver's Licence Application (incl. CRB/DBS check)*	£317.00	0.00	£0.00	£317.00		N
Renewal 3-year Dual Private Hire and Hackney Carriage Driver's Licence Application (incl. CRB/DBS)*	£468.00	0.00	£0.00	£468.00		N
<b>* non-refundable administration fee is payable on every licence application.</b>	£30.00		£0.00	£30.00	<b>VAT is not chargeable in relation to any of the above services.</b>	N
<b>VEHICLES</b>			£0.00	£0.00		
Full test / retest fee (free or)	£55.00	0.00	£0.00	£55.00		N
Interim Safety test (ISC) / retest fee / partial (free or)	£27.50	0.00	£0.00	£27.50		N
Plate deposit	£30.00	0.00	£0.00	£30.00		N
Replacement of large plate (incl. pins)	£10.00	0.00	£0.00	£10.00		N
Replacement of small plate	£6.50	0.00	£0.00	£6.50		N
Replacement bracket	£13.00	0.00	£0.00	£13.00		N

Replacement of roof sign plate	£9.50	0.00	£0.00	£9.50		N
<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Replacement roof sign (complete)	£89.00	0.00	£0.00	£89.00		N
Replacement roof sign (hood only)	£49.00	0.00	£0.00	£49.00		N
Replacement bulbs and parts - Paid direct to supplier			£0.00	£0.00		
<b>VOSA MAY INCREASE FEES WITHIN THE YEAR – FEE INCREASE WILL BE PASSED ON</b>			£0.00	£0.00		
Private Hire Vehicle Licence - Brand new vehicle (annual including Interim Safety Check x 1)	£325.00	0.00	£0.00	£325.00		N
Hackney Carriage Licence - Brand new vehicle (annual including Interim Safety Check x 1)	£325.00	0.00	£0.00	£325.00		N
Private Hire Vehicle Licence - New Application (annual including Full Test & Interim Safety Check x 1) (less than 5 years old)	£381.00	0.00	£0.00	£381.00		N
Hackney Carriage Licence - New Application (annual including Full Test & Interim Safety Check x 1) (less than 5 years old)	£381.00	0.00	£0.00	£381.00		N
Private Hire Vehicle Licence - Renewal Application (annual including Full Test & Interim Safety Check x 1) (less than 5 years old)	£353.00	0.00	£0.00	£353.00		N
Hackney Carriage Licence - Renewal Application (annual including Full Test & Interim Safety Check x 1) (less than 5 years old)	£353.00	0.00	£0.00	£353.00		N
Hackney Carriage Licence New/Renewal Application (annual including Full Test & Interim Safety Check x 2) (more than 5 years old)	£399.00	0.00	£0.00	£399.00		N
Private Hire Vehicle Licence Renewal Application (annual including Full Test & Interim Safety Check x 2) (more than 5 years old)	£399.00	0.00	£0.00	£399.00		N

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
New/Renewal Application (1st 4 months) (more than 5 years old) (incl. full test) (Hackney Carriage only)	£160.00	0.00	£0.00	£160.00		N
Renewal Application (1st 4 months) (more than 5 years old) (incl. full test) (Private Hire Vehicle or Hackney Carriage)	£160.00	0.00	£0.00	£160.00		N
2nd 4 months (including Interim Safety Check) (Private Hire Vehicle or Hackney Carriage)	£157.00	0.00	£0.00	£157.00		N
3rd 4 months (including Interim Safety Check) (Private Hire Vehicle or Hackney Carriage)	£157.00	0.00	£0.00	£157.00		N
New/Renewal Application (1st 6 months including Full Test) (less than 5 years old) (Private Hire Vehicle or Hackney Carriage)	£218.00	0.00	£0.00	£218.00		N
2nd 6 months (including Interim Safety Check) (Private Hire Vehicle or Hackney Carriage)	£216.00	0.00	£0.00	£216.00		N
Plate extension	£20.00	0.00	£0.00	£20.00		N
Late insurance production	£50.00	0.00	£0.00	£50.00		N
Cherished Number Plate Transfer	£30.00	0.00	£0.00	£30.00		N
Transfer a vehicle Licence (a new owner) (Covers cost of plates and £30 administration fee)	£50.00	0.00	£0.00	£50.00		N
Transfer a vehicle Licence (a new owner) (New Plates not required, covers cost of £30 administration fee)	n/a	New	New	£30.00		N
Replacement vehicle Application (same expiry date) (includes full test, set of plates and £30 administration fee)	£104.00	0.00	£0.00	£104.00		N
Administration fee for missed garage appointment (Full Test) (payable when 1 clear working day's notice has not been provided)	£55.00	0.00	£0.00	£55.00		N

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Administration fee for missed garage appointment (Interim Safety Check) (payable when 1 clear working day's notice has not been provided)	£27.50	0.00	£0.00	£27.50		N
<b>Specialist Vehicle Application (e.g. limousine or novelty vehicles.) Fees are the same as Private Hire Vehicle licence fees. The fee will be dependent on the age of the vehicle and the period of licence applied for - SEE LIST OF PRIVATE HIRE VEHICLE FEES</b>		0.00	£0.00	£0.00		N
Application for exemption from displaying roof sign and/or door stickers	£30.00	0.00	£0.00	£30.00		N
<b>* non-refundable administration fee is payable on every licence application.</b>	£30.00				<b>VAT is not chargeable in relation to any of the above services.</b>	N
<b>OPERATORS</b>			£0.00	£0.00		
New Application (one year) New App fee payable if base move or changes ownership.	£624.00		£0.00	£624.00		N
Renewal (one year)	£520.00		£0.00	£520.00		N
New Application (three years) New App fee payable if base move or changes ownership.	£1,650.00		£0.00	£1,650.00		N
Renewal (three years)	£1,450.00		£0.00	£1,450.00		N
New Application (five years) New App fee payable if base move or changes ownership.	£2,500.00		£0.00	£2,500.00		N
Renewal (five years)	£2,250.00		£0.00	£2,250.00		N

<b>* non-refundable administration fee is payable on every licence application.</b>	£30.00		£0.00	£30.00	<b>VAT is not chargeable in relation to any of the above services.</b>	N
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## **6.3 Appendix – Adult Social Care**

Service Area: Adult Social Care

### **1.1 Summary Statement**

The approach used for the majority of adult social care charges is to seek full cost recovery, subject to a statutory requirement to assess the client's ability to pay. The application of this approach is anticipated to generate income of approximately £12 million from residential and non-residential charges in 2015/16.

As the charges for residential and non-residential support will vary depending upon the cost of meeting the individual's assessed needs and their financial circumstances, they are not included within this report.

### **1.2 Policies and legislation applicable to the charge**

The Care Act 2014 provides a legal framework for charging for care and support.

The charges for establishing a Deferred Payments arrangement are permitted under the Care Act 2014 and represent full cost recovery.

The Court of Protection sets the maximum charges that can be levied for a Financial Deputyship undertaken by an officer of a public authority.

The service is permitted to make flat rate charges for a minority of services (predominantly meals) and these are identified in the relevant appendix.

### **1.3 Benchmarking information**

Areas where the charges can be set locally are predominantly related to the provision of community meals. Most neighbouring authorities do not offer these services as they have increasingly moved to signposting people to third party suppliers.

An exception to this approach is Wolverhampton who charge £4.35 per meal (40% more than Sandwell).

### **1.4 Consultation undertaken**

No consultation on the charges has been undertaken.

### **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

Increases of between 2% and 3% are proposed for hot meals. Although this is an above inflation increase for 2016/17 the charges were not increased in 2015/16. The charges for frozen meals are not increasing as the current charge represents full cost recovery.

The fees for acting as a Financial Deputy are currently set at the maximum allowed by the Court of Protection.

The fees for arranging a Deferred Payment are set at a level which fully recovers the costs; the maximum allowed under the Care Act 2014.

## **1.6 Financial implications**

The income generated from the flat rate charges is significantly less than the £12 million from variable charges for care and support. The level of income will depend upon the service volumes however the estimated income is as follow:

Meals	£154,000
Deputyship Fees	£230,000
Deferred Payment Fees	£63,000

## **1.7 Specific new charges proposed (if required)**

None

## **1.8 Specific charges ceased (if required)**

None

## **1.9 Equality Impact Assessment**

The majority of the proposed fees are currently set at the permitted maximum and no increases are proposed. There are therefore no related equality impacts.

The charges for meals are increasing by between 2% and 3%. Most people using the services will be aged 65+ and the proposed increase is comparable to the increase in the state pension of 2.5%.

The proposed increase in the charge for 2016/17 is felt to be proportionate as there was no increase in 2015/16; the authority offers an alternative which is not increasing in price and the proposed charge represents a significant subsidy compared to the cost of production.

## 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Meals</b>						
Day Centre – Breakfast	1.70	3%	£0.05	£1.75		N
Day Centre – Lunch	3.20	2%	£0.05	£3.25		N
Day Centre – Tea	1.70	3%	£0.05	£1.75		N
Community Meals – Hot	3.30	3%	£0.10	£3.40		N
Community Meals - Frozen	3.05	0%	£0.00	£3.05		N
<b>Financial Deputyship</b>						
Annual Management Fee - year 1	700.00	0%	£0.00	£700.00		N
Annual Management Fee - year 2+	585.00	0%	£0.00	£585.00		N
Property Management Fee	270.00	0%	£0.00	£270.00		N
Preparation of annual report to the OPG	195.00	0%	£0.00	£195.00		N
<b>Deferred Charges</b>						
Valuation Fee	140.00	0%	£0.00	£140.00		N
Legal & Administration Fee	450.00	0%	£0.00	£450.00		N



## 6.4 **Appendix – Children Service and Learning - Young People’s Services**

Service Area: Children Service and Learning - Young People’s Services

### 1.1 **Summary Statement**

In recognition of the difficulties of the current financial climate it is recommended that there only be an increase in charges to cover increasing staffing costs of 1% for the following provisions for Sandwell users:

- Coneygre Centre
- Malthouse Stables
- Moorings
- Transport

In addition an 8% increase has been implemented for provision of activities at Malthouse Stables for out of borough users, in light of the fact that many other local authorities have closed their outdoor education facilities which may place an increased demand on Sandwell. However, this still represents good value for money against the bench marking undertaken.

Coneygre Centre is an arts centre and has a recording studio and multi media room. A number of specific arts activities will be offered with additional technical expertise. Rooms are also hired out for meetings, events and conferences.

Malthouse Stables is an outdoor pursuit’s centre. A number of high level activities are offered including: archery, indoor and outdoor climbing, abseiling and canoeing.

Moorings - There are 5 boats currently moored at Malthouse Stables. With this proposed increase the moorings remain extremely competitively priced.

Transport –Young People’s Services operate two mini-buses which are both leased from Sandwell Transport Fleet Services. In the current economic climate it is proposed that all fees and charges for transport for 2016/17 be increased by 1% in line with fuel fluctuation.

Prices have been held down for a number of years, however, in recognition of the above and given further efficiency savings and the requirement to generate income it has become necessary to increase the fees.

The 1% increase for Sandwell users and 8% for out of Borough users (Malthouse Stables only) will enable Young People’s Services to retain value for money and remain highly competitive in comparison to other service providers, whilst subsidising the provision for Sandwell residents.

### 1.2 **Policies and legislation applicable to the charge**

In line with revised policy, fees and charges are to be reviewed on a yearly basis.

The proposals in this report support the Council's Scorecard Priorities of Great People and Great Prospects. A 1% only increase for Sandwell users would support the Council's child poverty priority by keeping charges to a minimum.

### **1.3 Benchmarking information**

Some informal benchmarking has been undertaken to compare prices with other providers in the area, the results of which are as follows:

#### **Music Studios**

- Coneygre Arts Centre studio; £25.00 for Sandwell residents and £30.00 for non-Sandwell residents per hour or £200.00 Sandwell residents and £230.00 non-Sandwell residents per day. These costs also include the staffing costs for a technician.
- BPM Studios, Birmingham; £30.00 per hour or £210 per day.
- Neon Sound Studio, Burntwood, Staffordshire; £25.00 per hour and £120.00 per half day or £200.00 per day.
- Robannas Studio, Birmingham; £25.00 per hour or £200.00 per day.

#### **Outdoor Activity Centres**

- Malthouse Stables currently charge £2.50 for Sandwell residents, £4.71 for Academies and £5.56 for non-Sandwell residents per head.
- Ackers Trust, ten young people climbing or canoeing for 1.5 hours is £85.00 or £8.50 per head.
- Blackwell Adventure, ten young people taking part in an activity day for 5 hours is £260.00 or £26.00 per head (£5.20 per hour per head).
- Woodlands camp, twelve young people climbing for 2.5 hours is £195.00 or £6.50 per head.

### **1.4 Consultation undertaken**

Consultation has taken place with both user groups and narrow boat owners who have expressed concerns regarding any substantial increase.

### **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

Fees and charges have been in place for all Young People Services facilities for a number of years.

Managers in YPS have discretion and retain the ability to reduce prices below approved maximums for specific marketing campaigns.

It is anticipated that any potential impact on current usage of the services will be negligible.

As part of the Young People Services support to Looked After Children (LAC), the Council will ensure looked after children are engaged in available activity at no cost to them. In the event where it is requested to develop specific bespoke sessions and/ or events, the costs of delivering these sessions will be sought from the relevant department based upon actual costs incurred only.

## 1.6 Financial implications

In setting out the YPS budget for 2016/2017, the proposed increase in fees and charges has been taken into account.

It is proposed that fees and charges for 2016/17 for the Coneygre Arts Centre music studio are kept at the current rate of £25.00 for Sandwell residents and £30.00 for non-Sandwell residents per hour or £200.00 Sandwell residents and £230.00 non-Sandwell residents per day. These costs also include the staffing costs for a technician.

## 1.7 Specific new charges proposed (if required)

Not applicable.

## 1.8 Specific charges ceased (if required)

Not applicable.

## 1.9 Equality Impact Assessment

An initial Equality Impact Assessment (EIA) screening has been carried out and a full EIA is not required for this proposal as it does not impact on any one group more than another.

## 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Section A - Malthouse Stables</b>						
Climbing Wall/ Mobile Climbing Wall - week days	£39.70	1.00	£0.40	£40.10	Per Hour on week days plus preparation fees	N
Associated Preparation fee week days - week days	£69.84	1.00	£0.70	£70.54		N
Climbing Wall/ Mobile Climbing Wall Saturday	46.58	1.00	£0.47	£47.05	Per Hour on week days plus preparation fees	N
Associated Preparation fee week days - Saturdays	£81.45	1.00	£0.81	£82.26		N
Climbing Wall/ Mobile Climbing Wall Sundays and Bank Holidays	£52.97	1.00	£0.53	£53.50	Per Hour on week days plus preparation fees	N
Associated Preparation fee week days - Sundays and Bank Holidays	£92.94	1.00	£0.93	£93.87		N

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
All Other Mobile activities	£39.70	1.00	£0.40	£40.10		N
Meeting Room Hire	£17.33	1.00	£0.17	£17.50		N
<b>Section A - Malthouse Stables Activities with Instruction Sandwell Residents</b>						
Adult	£3.69	1.00	£0.04	£3.73		N
Junior (under 18)	£2.50	1.00	£0.03	£2.53		N
<b>Section A - Malthouse Stables Activities with Instruction Academies</b>						
Junior (under 18)	£4.71	1.00	£0.05	£4.76		N
<b>Section A - Malthouse Stables Activities with Instruction Out of Bourough Users</b>						
Adult	£8.18	8.00	£0.65	£8.83		N
Junior (under 18)	£5.56	8.00	£0.44	£6.00		N
<b>Section B - Moorings</b>						
UNDER 20 FT	£17.79	1.00	£0.18	£17.97		N
21 - 30 FT	£22.10	1.00	£0.22	£22.32		N
31 - 40FT	£27.78	1.00	£0.28	£28.06		N
41 - 50 FT	£33.61	1.00	£0.34	£33.95		N
51 - 60 FT	£38.43	1.00	£0.38	£38.81		N
61 - 70 FT	£43.43	1.00	£0.43	£43.86		N
71 FT AND OVER	£49.28	1.00	£0.49	£49.77		N
<b>Section C - transport</b>						
0-50 MILES	£0.64	1.00	£0.01	£0.65	Journey Distance	N
50+ MILES	£0.53	1.00	£0.01	£0.54	Journey Distance	N
Hire of driver per hour	£12.15	1.00	£0.12	£12.27	Journey Distance	N

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Hire of minibus per day	£45.00	0.00	£0.00	£45.00	Journey Distance plus Driver and Petrol	N
Associated Hire of Driver per day	£0.00	1.00	£0.00	£0.00	Hire of minibus	N
<b>Section D - Coneygre Art Centre</b>						
Meeting Room	£17.33	1.00	£0.17	£17.50	per Hour	N
Dance Studio	£21.99	1.00	£0.22	£22.21	per Hour	N
Multi Purpose Room	£21.99	1.00	£0.22	£22.21	per Hour	N
Theatre	£30.03	1.00	£0.30	£30.33	per Hour	N
Meeting Room	£128.65	1.00	£1.29	£129.94	Day Rate	N
Dance Studio	£142.67	1.00	£1.43	£144.10	Day Rate	N
Multi Purpose Room	£142.67	1.00	£1.43	£144.10	Day Rate	N
Theatre	£212.44	1.00	£2.12	£214.56	Day Rate	N
<b>Section E - Conegre Arts Centre - Recording Studio</b>						
Sandwell Residents	£25.00	0.00	£0.00	£25.00	per Hour	N
non-Sandwell Residents and Businesses	£30.00	0.00	£0.00	£30.00	per Hour	N
Sandwell Residents	£200.00	0.00	£0.00	£200.00	Day Rate	N
non-Sandwell Residents and Businesses	£230.00	0.00	£0.00	£230.00	Day Rate	N
<b>Section E - Conegre Arts Centre - Multi Media Room</b>						
Sandwell Residents	£25.00	0.00	£0.00	£25.00	per Hour	N
non-Sandwell Residents and Businesses	£30.00	0.00	£0.00	£30.00	per Hour	N
Sandwell Residents	£200.00	0.00	£0.00	£200.00	Day Rate	N
non-Sandwell Residents and Businesses	£230.00	0.00	£0.00	£230.00	Day Rate	N

## 6.5 **Appendix – Homes and Communities**

Service Area: Homes and Communities

### 1.1 **Summary Statement**

This report sets out the proposed fees and charges for Homes and Communities Directorate – Private Sector Housing, Environmental Health, Trading Standards and Licensing for the period 2016/17.

### 1.2 **Policies and legislation applicable to the charge**

These fees and charges cover the following significant activities (relevant legislation in brackets), with details relating to whether they are statutory or discretionary shown:

- Pest Control (Local Government Act 2003)
- Discretionary charge, set on the basis of local benchmarking
- Alcohol Licensing (Licensing Act 2003) - Fees determined by statute
- Gambling Licences (Gambling Act 2005) - Fees determined by statute with local determination between prescribed minimum and maximum levels
- Miscellaneous Licences (Various Acts) - Freedom to determine fees locally – set on the basis of local benchmarking, priorities and market forces
- Metrology (Weights and Measures Act 1985) - Freedom to determine fees locally – set on the basis of local benchmarking and market forces
- Scrap Metal Act 2013 - Freedom to determine fees locally – set on the basis of cost recovery only and benchmarking carried out with neighbouring authorities.

In establishing the fees and charges outlined within this report for 2016/17 consideration has been given to the 'Hemmings principles' for all discretionary fees.

### 1.3 **Benchmarking information**

Benchmarking with other local authorities and private organisations has indicated that where relevant fees or charges apply, that charges are still comparative with those authorities and private organisations.

Benchmarking comparable Council charges has been undertaken. The information is available on request and can be summarised as follows:-

Pest Control – where comparisons can be made, all authorities are seen to charge very similar amounts for services provided. Costs levied by local authorities are generally found to be lower than private sector pest control firms. However Sandwell Council offers all residential pest control free of charge and is the only authority in the West Midlands providing a free treatment for wasps.

Alcohol Licensing – fees set by government (these have remained unaltered since being set in 2003).

Gambling Licensing –The Gambling Act 2005 requires local authorities when setting fees that the Council must aim to ensure that the income raised equates as nearly as possible to the cost of providing the service to which the fee relates.

Miscellaneous Licensing - In general, Sandwell's miscellaneous licence fees are comparable of the surrounding boroughs.

Metrology – Sandwell's fees and charges are comparable with other local authorities nationally that are providing this service.

HMO – Work related to licensing and relicensing has been carried out in partnership with neighbouring local authorities, this has allowed a degree of harmonisation of charges and processes across the region.

#### **1.4 Consultation undertaken**

##### **Pest Control**

The 2009 SIMALTO exercise with a cross-section of residents resulted in the Council deciding to provide free wasp nest treatments for all householders. The significant increase in demand for the service in 2010/11 and a further significant increase in demand in 2011/12 suggests that this is a popular. The 2012 SIMALTO exercise confirmed that providing this service free of charge to all householders was highly valued by respondents. This service also features as part of the 2015 SIMALTO exercise.

The levels of client retention (where there is an opportunity to purchase services from competitors) suggests that the charges set are fair and reasonable.

##### **Licensing**

The Council's policies under both the Licensing Act 2003 and Gambling Act 2005 are subject to regular review and consultation with the widest possible range of stakeholders. The list of stakeholders is subject to agreement with the Licensing Committee

Metrology – consultation is already underway with service users as part of the further commercial focus of the service.

#### **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

- Fees determined by statute remain unaltered from 2012/13.
- All other fees and charges have been raised by 3% (rounded in some cases) in line with the Council's Medium-Term Financial Strategy, with the exception of Primary Authority which has increased by 5%.
- Free domestic wasp nest treatments introduced in 2010/11 following the Council's SIMALTO exercise to remain in place and levels of demand monitored to ensure appropriate levels of service are maintained.

- Demand for Metrology Services has risen over the last twelve months. Work is being carried out with Metrology as part of the Facing the Future programme to create a more commercially focussed service.
- Levels of licensing activity remain vulnerable to market conditions. However, the quasi-judicial and legal infrastructure has to be maintained, together with the Council's inspection and enforcement responsibilities.
- The EU Services Directive demands transparency over levels of fees set for licensing activity, stating that fees should not be punitive or aim to discourage businesses from operating within local authority areas.

## 1.6 Financial implications

The proposed fees are expected to generate £485,000 and they will be included within the income budget targets for 2016/17. It represents an average fee increase of 3% across all services.

In relation to licensing fees there is a new requirement that fee income should only be sufficient to cover associated staff and enforcement costs. Any in year surpluses must be taken into account in the subsequent annual review of fees. Licensing fees for 2016/17 have considered this requirement.

## 1.7 Specific new charges proposed (if required)

The Smoke and Carbon Monoxide Alarm (England) Regulations 2015 impose certain duties on private landlords to ensure their premises are equipped with smoke and carbon monoxide alarms. A Penalty Charge of up to £5,000 can be imposed where a Remedial Notice has not been complied with. It is proposed that the Penalty Charge be set at £1,000 for the first offence. Should the Landlord not comply with future Remedial Notices then the fine shall be set according to the table below:

Offence	Fine
First	£1,000
Second	£2,500
Third (or more)	£5,000

## 1.8 Specific charges ceased (if required)

N/A

## 1.9 Equality Impact Assessment

Concessions and discounts

- Domestic pest control treatments – 100% concession for all Sandwell householders
- Metrology and Proceeds of Crime Investigations – To maintain commercial competitiveness the ability to negotiate with customers and agree fees is desirable to maintain and attract customers. This will only happen were absolutely necessary and any proposed reduction in fees will be agreed by an officer at Director Level.



- An initial Equality Impact Assessment has been completed, it has assessed that there are no adverse impacts for any of the protected groups.

## 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Housing Quality</b>						
<b>Licensing of Houses in Multiple Occupation</b>						
Initial licence fee	£757.48	3.00	£22.72	£780.20		
Renewal licence fee	£541.06	3.00	£16.23	£557.29		
Discount for second and subsequent properties	£50.00	3.00	£1.50	£51.50		
Discount for MLAS membership	£150.00	3.00	£4.50	£154.50		
Discount for membership of Landlord Association	£50.00	3.00	£1.50	£51.50		
<b>Charges for Housing Act 2004 Enforcement Action</b>						
eg SCP 47	£56.67	3.00	£1.70	£58.37	Based on hourly rate +96% overheads	
<b>Environmental Health</b>						
<b>Environmental Protection</b>						
Commercial pest treatments/hour	£58.21	3.00	£1.75	£59.96		
Contract pest treatments/hour	£58.21	3.00	£1.75	£59.96		
Domestic Wasp Treatments	£0.00	0.00	£0.00	£0.00		
Landfill location plan and data sheet	£38.67	3.00	£1.16	£39.83		

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Check if property <250m from landfill site*	£10.30	3.00	£0.31	£10.61	* This charge has been held at £10 for consistency with the cost of asking an additional question on form CON 29	
Detailed report on contaminated land/hour	£73.54	3.00	£2.21	£75.75		
<b>Fixed Penalty Notices</b>						
Failure to produce waste transfer note - set by statute	£300.00	0.00	£0.00	£300.00		
Failure to produce waste carriers docs - set by statute	£300.00	0.00	£0.00	£300.00		
Offences in relation to waste receptacles (Household) **	£80.00	0.00	£0.00	£80.00		
Offences in relation to waste receptacles (Commercial)	£100.00	0.00	£0.00	£100.00		
Offences in relation to intruder alarm notification	£75.00	0.00	£0.00	£75.00		
Noise Act 1996, noise from licensed premises- by statute	£500.00	0.00	£0.00	£500.00		
Noise Act 1996, offence in relation to noise from dwellings	£100.00	0.00	£0.00	£100.00		
Failure to comply with notice to install smoke/CO detector		New	New	£1,000.00		
First offence		New	New	£1,000.00		
Second offence		New	New	£2,500.00		
Three or more offences		New	New	£5,000.00		
Failure of letting agent to register with redress scheme		New	New	£5,000.00		
<b>Miscellaneous</b>						
Poisons (register)	£64.89	3.00	£1.95	£66.84		
Poisons (renewal)	£38.11	3.00	£1.14	£39.25		
Performing Animals Act	£212.12	3.00	£6.36	£218.48		

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Riding Establishments	£182.91	3.00	£5.49	£188.40		
Pet Shops	£129.85	3.00	£3.90	£133.75		
Skin Piercing Premises	£206.65	3.00	£6.20	£212.85		
Mobile Trader Consents	£338.72	3.00	£10.16	£348.88		
Food Safety Health certificates	£76.80	3.00	£2.30	£79.10		
Provision of statements to solicitors	£153.71	3.00	£4.61	£158.32		
Animal Boarding Establishments	£106.01	3.00	£3.18	£109.19		
Dog breeding establishments	£79.00	3.00	£2.37	£81.37		
Dangerous wild animals	£76.80	3.00	£2.30	£79.10		
Registration of persons skin piercing	£48.75	3.00	£1.46	£50.21		
<b>Primary Authority</b>						
Primary Authority - Environmental Health	£65.63	3.00	£1.97	£67.60		
<b>Trading Standards</b>						
<b>Primary Authority</b>						
Primary Authority - Trading Standards	£65.63	3.00	£1.97	£67.60		
<b>Trading Standards</b>						
Verification Metrology testing fees (average test cost)	£7.82	3.00	£0.23	£8.05		
UKAS Metrology testing fees (average test cost)	£27.11	3.00	£0.81	£27.92		
Sect 74 testing fees (average test cost)	£17.69	3.00	£0.53	£18.22		
Hourly rate	£112.41	3.00	£3.37	£115.78		
Proceeds of Crime Investigations (AFI's)	£63.75	3.00	£1.91	£65.66		
<b>Trading Standards &amp; Licensing</b>						

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
<b>Licensing Act 2003</b>						
Temporary event notice	£21.00	0.00	£0.00	£21.00		
Theft, loss etc of temporary event notice	£10.50	0.00	£0.00	£10.50		
Theft, loss, etc of premises licence or summary	£10.50	0.00	£0.00	£10.50		
Premises licence notification of change of name or address	£10.50	0.00	£0.00	£10.50		
Application to vary licence to specify individual as premises supervisor	£23.00	0.00	£0.00	£23.00		
Application for transfer of premises licence	£23.00	0.00	£0.00	£23.00		
Theft, loss etc of club certificate or summary	£10.50	0.00	£0.00	£10.50		
Notification of change of name or alteration of rules of club	£10.50	0.00	£0.00	£10.50		
Change of relevant registered address of club	£10.50	0.00	£0.00	£10.50		
Right of freeholder etc to be notified of licensing matters	£21.00	0.00	£0.00	£21.00		
Interim authority notice following death etc of licence holder	£23.00	0.00	£0.00	£23.00		
Application for a provisional statement where premises being built etc.	£315.00	0.00	£0.00	£315.00		
Minor variation application	£89.00	0.00	£0.00	£89.00		
Personal licence grant/renewal application	£37.00	0.00	£0.00	£37.00		
Theft, loss, etc of personal licence or summary	£10.50	0.00	£0.00	£10.50		

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Personal licence notification of change of name or address	£10.50	0.00	£0.00	£10.50		
<b>New applications and variations according to rateable value:-</b>						
Band A (None - £4,300)	£100.00	0.00	£0.00	£100.00		
Band B (£4,301 - £33,000)	£190.00	0.00	£0.00	£190.00		
Band C (£33,001 - £87,000)	£315.00	0.00	£0.00	£315.00		
Band D (£87,001 - £125,000)	£450.00	0.00	£0.00	£450.00		
Band E (£125,001+)	£635.00	0.00	£0.00	£635.00		
<b>Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises:-</b>						
Band D x2 (£87,001 - £125,000)	£900.00	0.00	£0.00	£900.00		
Band E x3 (£125,001+)	£1,905.00	0.00	£0.00	£1,905.00		
<b>Annual Fee (charge) according to rateable value:-</b>						
Band A (None - £4,300)	£70.00	0.00	£0.00	£70.00		
Band B (£4,301 - £33,000)	£180.00	0.00	£0.00	£180.00		
Band C (£33,001 - £87,000)	£295.00	0.00	£0.00	£295.00		
Band D (£87,001 - £125,000)	£320.00	0.00	£0.00	£320.00		
Band E (£125,001+)	£350.00	0.00	£0.00	£350.00		

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
<b>Annual Charge multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises:-</b>						
Band D x2 (£87,001 - £125,000)	£640.00	0.00	£0.00	£640.00		
Band E x3 (£125,001+)	£1,050.00	0.00	£0.00	£1,050.00		
<b>New application and variation clubs according to rateable value:-</b>						
Band A (None - £4,300)	£100.00	0.00	£0.00	£100.00		
Band B (£4,301 - £33,000)	£190.00	0.00	£0.00	£190.00		
Band C (£33,001 - £87,000)	£315.00	0.00	£0.00	£315.00		
Band D (£87,001 - £125,000)	£450.00	0.00	£0.00	£450.00		
Band E (£125,001+)	£635.00	0.00	£0.00	£635.00		
<b>Annual charge clubs according to rateable value:-</b>						
Band A (None - £4,300)	£70.00	0.00	£0.00	£70.00		
Band B (£4,301 - £33,000)	£180.00	0.00	£0.00	£180.00		
Band C (£33,001 - £87,000)	£295.00	0.00	£0.00	£295.00		
Band D (£87,001 - £125,000)	£320.00	0.00	£0.00	£320.00		
Band E (£125,001+)	£350.00	0.00	£0.00	£350.00		
<b>Additional premises licence fee (Number in attendance at any one time):-</b>						
5,000 to 9,999	£1,000.00	0.00	£0.00	£1,000.00		
10,000 to 14,999	£2,000.00	0.00	£0.00	£2,000.00		

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
15,000 to 19,999	£4,000.00	0.00	£0.00	£4,000.00		
20,000 to 29,999	£8,000.00	0.00	£0.00	£8,000.00		
30,000 to 39,999	£16,000.00	0.00	£0.00	£16,000.00		
40,000 to 49,999	£24,000.00	0.00	£0.00	£24,000.00		
50,000 to 59,999	£32,000.00	0.00	£0.00	£32,000.00		
60,000 to 69,999	£40,000.00	0.00	£0.00	£40,000.00		
70,000 to 79,999	£48,000.00	0.00	£0.00	£48,000.00		
80,000 to 89,999	£56,000.00	0.00	£0.00	£56,000.00		
90,000 and over	£64,000.00	0.00	£0.00	£64,000.00		
<b>Additional Annual fee payable if applicable:-</b>						
5,000 to 9,999	£500.00	0.00	£0.00	£500.00		
10,000 to 14,999	£1,000.00	0.00	£0.00	£1,000.00		
15,000 to 19,999	£2,000.00	0.00	£0.00	£2,000.00		
20,000 to 29,999	£4,000.00	0.00	£0.00	£4,000.00		
30,000 to 39,999	£8,000.00	0.00	£0.00	£8,000.00		
40,000 to 49,999	£12,000.00	0.00	£0.00	£12,000.00		
50,000 to 59,999	£16,000.00	0.00	£0.00	£16,000.00		
60,000 to 69,999	£20,000.00	0.00	£0.00	£20,000.00		
70,000 to 79,999	£24,000.00	0.00	£0.00	£24,000.00		
80,000 to 89,999	£28,000.00	0.00	£0.00	£28,000.00		
90,000 and over	£32,000.00	0.00	£0.00	£32,000.00		
<b>Gambling Act 2005</b>						
<b>Converted casino premises licences:-</b>						
Grant	£1,200.00	3.00	£36.00	£1,236.00	Gambling Act 2005	
Annual fee	£1,200.00	3.00	£36.00	£1,236.00	Gambling Act 2006	
Fee for application to vary licence	£900.00	3.00	£27.00	£927.00	Gambling Act 2007	
Fee for application to transfer a licence	£600.00	3.00	£18.00	£618.00	Gambling Act 2008	
Fee for application for reinstatement of a licence	£600.00	3.00	£18.00	£618.00	Gambling Act 2009	

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Copy licence	£22.00	3.00	£0.66	£22.66	Gambling Act 2010	
Notification of change	£32.00	3.00	£0.96	£32.96	Gambling Act 2011	
<b>Bingo premises licence:-</b>						
Grant	£1,799.00	3.00	£53.97	£1,852.97		
Annual fee	£480.00	3.00	£14.40	£494.40		
Fee for application to vary licence	£782.00	3.00	£23.46	£805.46		
Fee for application to transfer a licence	£541.00	3.00	£16.23	£557.23		
Fee for application for reinstatement of a licence	£541.00	3.00	£16.23	£557.23		
Fee for application for provisional statement	£1,799.00	3.00	£53.97	£1,852.97		
Copy licence	£22.00	3.00	£0.66	£22.66		
Notification of change	£32.00	3.00	£0.96	£32.96		
<b>Betting premises (track) licence:-</b>						
Grant	£1,200.00	3.00	£36.00	£1,236.00		
Annual fee	£480.00	3.00	£14.40	£494.40		
Fee for application to vary licence	£600.00	3.00	£18.00	£618.00		
Fee for application to transfer a licence	£480.00	3.00	£14.40	£494.40		
Fee for application for reinstatement of a licence	£480.00	3.00	£14.40	£494.40		
Fee for application for provisional statement	£1,200.00	3.00	£36.00	£1,236.00		
Copy licence	£22.00	3.00	£0.66	£22.66		
Notification of change	£32.00	3.00	£0.96	£32.96		
<b>Betting premises (other) licence:-</b>						
Grant	£1,200.00	3.00	£36.00	£1,236.00		
Annual fee	£301.00	3.00	£9.03	£310.03		
Fee for application to vary licence	£600.00	3.00	£18.00	£618.00		



<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Fee for application to transfer a licence	£480.00	3.00	£14.40	£494.40		
Fee for application for reinstatement of a licence	£480.00	3.00	£14.40	£494.40		
Fee for application for provisional statement	£1,200.00	3.00	£36.00	£1,236.00		
Copy licence	£22.00	3.00	£0.66	£22.66		
Notification of change	£32.00	3.00	£0.96	£32.96		
<b>Family entertainment centre premises licence:-</b>						
Grant	£720.00	3.00	£21.60	£741.60		
Annual fee	£361.00	3.00	£10.83	£371.83		
Fee for application to vary licence	£480.00	3.00	£14.40	£494.40		
Fee for application to transfer a licence	£421.00	3.00	£12.63	£433.63		
Fee for application for reinstatement of a licence	£421.00	3.00	£12.63	£433.63		
Fee for application for provisional statement	£720.00	3.00	£21.60	£741.60		
Copy licence	£22.00	3.00	£0.66	£22.66		
Notification of change	£32.00	3.00	£0.96	£32.96		
<b>Adult gaming centre premises:-</b>						
Grant	£900.00	3.00	£27.00	£927.00		
Annual fee	£480.00	3.00	£14.40	£494.40		
Fee for application to vary licence	£480.00	3.00	£14.40	£494.40		
Fee for application to transfer a licence	£541.00	3.00	£16.23	£557.23		
Fee for application for reinstatement of a licence	£541.00	3.00	£16.23	£557.23		
Fee for application for provisional statement	£900.00	3.00	£27.00	£927.00		
Copy licence	£22.00	3.00	£0.66	£22.66		
Notification of change	£32.00	3.00	£0.96	£32.96		
<b>Temporary Use Notice:-</b>						

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Temporary Use Notice	£500.00	0.00	£0.00	£500.00		
<b>Licensed Premises Gaming Machine Permit:-</b>						
Grant	£150.00	0.00	£0.00	£150.00		
Grant (Existing Operator)	£100.00	0.00	£0.00	£100.00		
Annual Fee	£50.00	0.00	£0.00	£50.00		
Variation	£100.00	0.00	£0.00	£100.00		
Transfer	£25.00	0.00	£0.00	£25.00		
Change of Name	£25.00	0.00	£0.00	£25.00		
Copy of permit	£15.00	0.00	£0.00	£15.00		
<b>Club Gaming &amp; Club Machine Permits:-</b>						
Grant or Renewal	£200.00	0.00	£0.00	£200.00		
Grant or Renewal (Fast Track)	£100.00	0.00	£0.00	£100.00		
Variation	£100.00	0.00	£0.00	£100.00		
Annual Fee	£50.00	0.00	£0.00	£50.00		
Copy of permit	£15.00	0.00	£0.00	£15.00		
<b>Lottery Registration:-</b>						
Grant statutory fee	£40.00	0.00	£0.00	£40.00		
Annual statutory fee	£20.00	0.00	£0.00	£20.00		
<b>Automatic Entitlement – up to two Cat C or D machines:-</b>						
Notification	£50.00	0.00	£0.00	£50.00		
<b>Unlicensed Family Entertainment Centre:-</b>						
Grant	£300.00	0.00	£0.00	£300.00		
Grant (Existing Operator)	£100.00	0.00	£0.00	£100.00		
Renewal	£300.00	0.00	£0.00	£300.00		
Copy of permit	£15.00	0.00	£0.00	£15.00		
Change of Name	£25.00	0.00	£0.00	£25.00		

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
<b>Prize Gaming Permit:-</b>						
Grant	£300.00	0.00	£0.00	£300.00		
Grant (Existing Operator)	£100.00	0.00	£0.00	£100.00		
Renewal	£300.00	0.00	£0.00	£300.00		
Copy of permit	£15.00	0.00	£0.00	£15.00		
Change of Name	£25.00	0.00	£0.00	£25.00		
Sex Establishments (grant)	£2,945.80	3.00	£88.37	£3,034.17		
Sex Establishments (renewal)	£2,945.80	3.00	£88.37	£3,034.17		
Sex Establishments (transfer)	£2,945.80	3.00	£88.37	£3,034.17		
Sex Establishments (variation)	£2,945.80	3.00	£88.37	£3,034.17		
Sexual Entertainment Venues (grant)	£2,945.80	3.00	£88.37	£3,034.17		
Sexual Entertainment Venues (renewal)	£2,945.80	3.00	£88.37	£3,034.17		
Sexual Entertainment Venues (transfer)	£2,945.80	3.00	£88.37	£3,034.17		
Sexual Entertainment Venues (variation)	£2,945.80	3.00	£88.37	£3,034.17		
<b>Scrap Metal Dealers Act 2013</b>						
Grant of Site Licence - one site	£346.08	3.00	£10.38	£356.46		
Each additional site on grant application	£52.53	3.00	£1.58	£54.11		
Grant of Collectors Licence	£249.26	3.00	£7.48	£256.74		
Replacement or copy licence	£26.78	3.00	£0.80	£27.58		
Variation to change licensee name	£31.93	3.00	£0.96	£32.89		
Variation to change site details (add or remove a site)	£52.53	3.00	£1.58	£54.11		
Variation to change Site Manager	£47.38	3.00	£1.42	£48.80		
Variation to change Collectors to Site Licence	£79.31	3.00	£2.38	£81.69		

Variation to change Site to Collectors Licence	£79.31	3.00	£2.38	£81.69		
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## 6.6 **Appendix – Legal and Governance – Registration Service**

Service Area: Governance (Registration Services)

### 1.1 **Summary Statement**

Registration Services provide a wide range of services in relation to burials, cremations, memorials and Registration, which meet the needs of customers. Services are delivered 7 days a week. It is proposed that for 2016 the fee increase should be 4% to meet inflationary pressures placed on the services, primarily by its suppliers and to invest in the development on new burial space.

### 1.2 **Policies and legislation applicable to the charge**

The authority is permitted to charge fees relating to Registration Services by virtue of the Cremation Act 1902, the Cremation Regulations 2008 and the Local Authorities Cemeteries Order 1977. Whilst the authority has discretion over the majority of fees a number relating to the registration of births, marriages and deaths are set by statute.

### 1.3 **Benchmarking information**

In setting the level of burial and cremation fees Members have sought to ensure that the Sandwell burial and cremation fees remain the lowest in the Black Country.

The remaining Memorial and Registration fees are not benchmarked, and are set on the basis of market opportunity.

### 1.4 **Consultation undertaken**

The level of burial and cremation fees is the subject of regular discussion at the Funeral Directors Liaison meeting and Benchmarking, see 1.3 above..

### 1.5 **Rationale for proposed 2016 charges, discounts and exemptions**

It is proposed to increase fees in order to offset the increasing cost of delivering the service. Increases arising both from in-house and external suppliers, who provide services and products which contribute to the final offers to the public. However, the service will retain its commercial advantage over competitors.

### 1.6 **Financial implications**

### 1.7 **Specific new charges proposed (if required)**

#### **Registration Services**

Previous schedule for Marriage, Civil Partnership, Naming, Vow renewal Ceremonies and Approved Premises were:

- Monday to Friday
- Saturday/Sunday & Bank Holiday.

New fees schedule proposal is to replace these with the following:

- Monday to Thursday
- Friday and Saturday
- Sunday and Bank Holiday

<b>Fees to be introduced</b>	<b>Amount</b>
Civil partnership conversion( from 10 Dec 2015 )	45.00
S Suite Marriage or CP Ceremony Fri/Sat	372.00
S Suite Marriage or CP Ceremony Sun/BH	446.00
Approved Premise Fri/Sat	372.00
Approved Premise Sun/BH	446.00
Renewal/Naming Ceremony Highfield's Mon to Thurs	210.00
Renewal/Naming Ceremony Highfield's Fri/Sat	271.00
Renewal/Naming Ceremony Highfield's Sun/BH	295.00
Individual Citizenship Ceremony Mon to Thurs	105.00
Individual Citizenship Ceremony Fri/Sat	135.00
Individual Citizenship Ceremony Sun/BH	147.00
Renewal/Naming Ceremony approved venues Mon to Thurs	210.00
Renewal/Naming Ceremony approved venues Fri/Sat	271.00
Renewal/Naming Ceremony approved venues Sun/BH	295.00

### **Bereavement Services**

New option for memorial renewals and visual tribute to be introduced:

<b>Fees to be introduced</b>	<b>Amount</b>
Visual Tribute for MORE than 50 photographs	104.00
Renewal of memorial Asbury/Wall Plaque/MGM – Lifetime Memorial	613.00
Renewal of memorial Sanctum/Squirrel Walk/Monolith/Prairie – Lifetime Memorial	1431.00
Renewal of memorial Vase/Plaque/Vault	1275.00
Renewal of memorial Mushroom 10 year	106.00
Renewal of memorial Mushroom 20 year	191.00
Renewal of memorial Mushroom 40 year	344.00
Renewal of memorial Mushroom Lifetime	879.00

## 1.8 Specific charges ceased (if required)

See 1.7 above

## 1.9 Equality Impact Assessment

EIA not undertaken as fees apply to all communities.

## 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Standard Table</b>						
S Suite Marriage or CP Ceremony Mon to Thurs	£264.00	4.00	£10.56	£274.56		N
S Suite Marriage or CP Ceremony Fri/Sat	£368.00	4.00	£14.72	£382.72		N
S Suite Marriage or CP Ceremony Sun/BH	£368.00	21.20	£78.00	£446.00		N
Highfields Room Marriage or CP Ceremony Mon to Thurs	n/a	New	New	£96.00		
Highfields Room Marriage or CP Ceremony Fri/Sat am	n/a	New	New	£134.00		
Approved Premise Mon to Thurs	£264.00	4.00	£10.56	£274.56		N
Approved Premise Fri/Sat	£368.00	4.00	£14.72	£382.72		N
Approved Premise Sun/BH	£368.00	21.20	£78.00	£446.00		N
Civil partnership conversion( from 10 Dec 2015 )	£45.00	0.00	£0.00	£45.00	Statutory fee	N
Licence or Renewal for Approved Premise	£208.00	4.00	£8.32	£216.32		N
Renewal/Naming Ceremony Highfields Mon to Thurs	£208.00	4.00	£8.32	£216.32		N
Renewal/Naming Ceremony Highfields Fri/Sat	£312.00	-13.25	-£41.34	£270.66		N
Renewal/Naming Ceremony Highfields Sun/BH	£312.00	-5.57	-£17.38	£294.62		N
Individual Citizenship Ceremony Mon to Thurs	£104.00	4.00	£4.16	£108.16		Y
Individual Citizenship Ceremony Fri/Sat	£156.00	-13.25	-£20.67	£135.33		Y
Individual Citizenship Ceremony Sun/BH	£156.00	-5.57	-£8.69	£147.31		Y

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Group Citizenship Ceremony Sat	£78.00	4.00	£3.12	£81.12		Y
Priority Certificate Service (Same Day)	£20.00	4.00	£0.80	£20.80		N
Provisional Booking (holding fee)	£50.00	4.00	£2.00	£52.00		N
Renewal/Naming Ceremony approved venues Mon to Thurs	£208.00	4.00	£8.32	£216.32		Y
Renewal/Naming Ceremony approved venue Fri/Sat	£312.00	-13.25	-£41.34	£270.66		Y
Renewal/Naming Ceremony approved venue Sun/BH	£312.00	-5.57	-£17.38	£294.62		Y
Nationality Checking Single Applicant or Minor	£104.00	4.00	£4.16	£108.16		Y
Nationality Checking - Couple Application/Family max 6 persons	£208.00	4.00	£8.32	£216.32		Y
<b>Photography NEW FEES</b>						
SD card (min 30 photos)	£100.00	25.00	£25.00	£125.00		Y
Package SD card (min 30 photos)+ up to 30 prints+Album	£225.00	25.00	£56.25	£281.25		Y
Single print 12" x8"	£10.00	25.00	£2.50	£12.50		Y
<b>Interment Fee</b>			£0.00	£0.00		
NVF, Stillborn – 1 Month*	£93.00	4.00	£3.72	£96.72		N
1 Month – 16 Years*	£345.00	4.00	£13.80	£358.80		N
Over 16 Years*	£867.00	4.00	£34.68	£901.68		N
Late arrival fee additional charge *	£258.00	4.00	£10.32	£268.32		N
Interment of Cremated Remains*	£268.00	4.00	£10.72	£278.72		N
Scattering of Cremated Remains on a Full Grave*	£36.00	4.00	£1.44	£37.44	(If not cremated at Sandwell)	N
<b>Exclusive Right of Burial</b>			£0.00	£0.00		
<b>Purchase of Baby Section Grave *</b>	£188.00	4.00	£7.52	£195.52		N
Purchase Grave for 1 Burial*	£1,619.00	4.00	£64.76	£1,683.76		N

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Purchase Grave for 2 Burials*	£1,681.00	4.00	£67.24	£1,748.24		N
Purchase Grave for 3 Burials*	£1,742.00	4.00	£69.68	£1,811.68		N
Plot for cremated remains – for a 99 year period*	£1,087.00	4.00	£43.48	£1,130.48		N
<b>Children's Graves on Lawn Section (Single Internment only)</b>			£0.00	£0.00		
NVF, Stillborn – 1 Month*	£440.00	4.00	£17.60	£457.60		N
1 Month – 16 Years*	£804.00	4.00	£32.16	£836.16		N
<b>Traditional Section 5' centre</b>			£0.00	£0.00		
Traditional Grave 5' Centre for 1 Burial*	£1,956.00	4.00	£78.24	£2,034.24		N
Traditional Grave 5' Centre for 2 Burials*	£2,031.00	4.00	£81.24	£2,112.24		N
Traditional Grave 5' Centre for 3 Burials*	£2,107.00	4.00	£84.28	£2,191.28		N
Vault Grave additional charge*	£589.00	4.00	£23.56	£612.56		N
<b>Memorials, vases &amp; additional inscriptions</b>			£0.00	£0.00		
Additional Inscription Permit fee	£71.00	4.00	£2.84	£73.84		N
Purchase of a Temporary Grave Marker	£22.00	4.00	£0.88	£22.88		Y
Memorial Vase Infant's Section	£200.00	4.00	£8.00	£208.00		Y
Motif	£22.00	4.00	£0.88	£22.88		Y
<b>Miscellaneous charges</b>			£0.00	£0.00		
Transfer of Grant	£42.00	4.00	£1.68	£43.68		N
Searching of Burial Register (per hour)	£36.00	4.00	£1.44	£37.44		N
Biodegradable Urn	£73.00	4.00	£2.92	£75.92		N
Section 46 – Administration Fee	£400.00	4.00	£16.00	£416.00		N



Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Registration Fee Hourly Rate	£35.00	4.00	£1.40	£36.40		N
Additional charge to be applied to where services are subject to out of borough supplement.	15%	0.00	£0.00	15%		N/A
<b>Cremation</b>			£0.00	£0.00		
NVF, Stillborn – 1 Month	£56.00	4.00	£2.24	£58.24		N
1 Month – 16 Years	£113.00	4.00	£4.52	£117.52		N
Over 16 Years	£631.00	4.00	£25.24	£656.24		N
Service exceeds allotted time an additional charge of:	£276.00	4.00	£11.04	£287.04		N
For an extended service – additional charge	£118.00	4.00	£4.72	£122.72		N
Use of Chapel (including organ & organist)*	£123.00	4.00	£4.92	£127.92		N
<b>Urns and containers</b>			£0.00	£0.00		
Purchase of a wooden casket	£62.00	4.00	£2.48	£64.48		Y
Disposal of Cremated Remains of person cremated elsewhere	£36.00	4.00	£1.44	£37.44		N
The services of a council employee acting as a coffin bearer	£37.00	4.00	£1.48	£38.48		Y
Audio recording of service	£31.00	4.00	£1.24	£32.24		Y
Audio & Visual recording of service	£36.00	4.00	£1.44	£37.44		Y
Live Webcast	£36.00	4.00	£1.44	£37.44		Y
Live webcast plus visual recording of service	£68.00	4.00	£2.72	£70.72		Y
Visual Tribute (up to 50 photographs)	£52.00	4.00	£2.08	£54.08		Y
Visual Tribute (over 50 photograp)		New	New	£105.04		
<b>Memorials and inscriptions (including VAT)</b>			£0.00	£0.00		
Minimum entry 2 lines	£79.00	4.00	£3.16	£82.16		Y
5 lines	£100.00	4.00	£4.00	£104.00		Y
8 lines	£118.00	4.00	£4.72	£122.72		Y
Each additional line	£28.00	4.00	£1.12	£29.12		Y

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Badges, Crests, Floral Tributes	£58.00	4.00	£2.32	£60.32		Y
Coat of Arms	£67.00	4.00	£2.68	£69.68		Y
Memorial Cards including 2 line inscription	£30.00	4.00	£1.20	£31.20		Y
Memorial book including 2 line inscription	£60.00	4.00	£2.40	£62.40		Y
Additional Lines in cards & books	£19.00	4.00	£0.76	£19.76		Y
Badges, Crests & Floral Tributes in cards & books	£58.00	4.00	£2.32	£60.32		Y
Plaques for a 10 year period (Pathside)			£0.00	£0.00		
Plaque purchase including first inscription	£925.00	4.00	£37.00	£962.00		Y
Burial of Cremated Remains including casket	£81.00	4.00	£3.24	£84.24		N
Engraving – per line	£38.00	4.00	£1.52	£39.52		Y
Cover Slab	£52.00	4.00	£2.08	£54.08		Y
Photo Plaque	£104.00	4.00	£4.16	£108.16		Y
Replacement Plaque (residue of lease)	£199.00	4.00	£7.96	£206.96		Y
Plaque Renewal (10 Years)	£181.00	4.00	£7.24	£188.24		N
Plaque Renewal (20 Years)	£270.00	4.00	£10.80	£280.80		N
Plaque Renewal (40 Years)	£496.00	4.00	£19.84	£515.84		N
Plaque Renewal forever		New	New	£1,312.48		
Renovation Fee	£60.00	4.00	£2.40	£62.40		Y
Asbury Garden Memorial (10 years)			£0.00	£0.00		
Asbury garden memorial (10 years) replacement	£148.00	4.00	£5.92	£153.92		Y
Renewal (10 years)	£88.00	4.00	£3.52	£91.52		Y
Renewal (20 years)		New	New	£133.32		
Renewal (40 years)		New	New	£240.00		
Renewal (forever)		New	New	£613.32		

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Wall mounted plaques for a 10 year period			£0.00	£0.00		
Plaque purchase including first inscription	£391.00	4.00	£15.64	£406.64		Y
Additional lines of inscription (residue of lease) – per line	£38.00	4.00	£1.52	£39.52		Y
Wall Plaque Renewal Fee (10 Years)	£88.00	4.00	£3.52	£91.52		Y
Renewal (20 years)		New	New	£133.32		
Renewal (40 years)		New	New	£240.00		
Renewal (forever)		New	New	£613.32		
Replacement (residue of lease)	£199.00	4.00	£7.96	£206.96		Y
Memorial vases for a 10 year period			£0.00	£0.00		
Memorial Vase Purchase including first inscription	£494.00	4.00	£19.76	£513.76		Y
Replacement Vase (residue of lease)	£199.00	4.00	£7.96	£206.96		Y
Vase Renewal Fee (10 Years)	£181.00	4.00	£7.24	£188.24		N
Vase Renewal Fee (20 Years)	£270.00	4.00	£10.80	£280.80		N
Vase Renewal Fee (40 Years)	£496.00	4.00	£19.84	£515.84		N
Vase Renewal Fee (forever)		New	New	£1,274.62		
Vase Renovation Fee	£60.00	4.00	£2.40	£62.40		Y
Memorial Vault Purchase including first inscription	£925.00	4.00	£37.00	£962.00		Y
Replacement Vault (residue of lease)	£199.00	4.00	£7.96	£206.96		Y
Burial of cremated remains including casket	£81.00	4.00	£3.24	£84.24		N
Motif/Photo	£104.00	4.00	£4.16	£108.16		Y
Vault Renewal Fee (10 Years)	£181.00	4.00	£7.24	£188.24		N
Vault Renewal Fee (20 Years)	£270.00	4.00	£10.80	£280.80		N
Vault Renewal Fee (40 Years)	£496.00	4.00	£19.84	£515.84		N
Vault Renewal Fee (forever)		New	New	£1,274.62		
Vault Renovation Fee	£60.00	4.00	£2.40	£62.40		Y
Sanctum Memorial for a 10 year period			£0.00	£0.00		

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Sanctum Memorial purchase including first inscription	£1,039.00	4.00	£41.56	£1,080.56		Y
Sanctum Memorial with garden purchase including first inscription	£1,159.00	4.00	£46.36	£1,205.36		Y
Replacement Fascia (residue of lease)	£345.00	4.00	£13.80	£358.80		Y
Second Inscription (residue of lease)	£220.00	4.00	£8.80	£228.80		Y
Motif/Photo	£104.00	4.00	£4.16	£108.16		Y
Casket for interment of Cremated Remains	£62.00	4.00	£2.48	£64.48		Y
Family Sanctum Memorial including first inscription	£1,507.00	4.00	£60.28	£1,567.28		Y
Family Sanctum Memorial with Garden including first inscription	£1,678.00	4.00	£67.12	£1,745.12		Y
Family Sanctum Replacement Fascia (residue of lease)	£459.00	4.00	£18.36	£477.36		Y
10 year renewal	£202.00	4.00	£8.08	£210.08		N
20 year renewal	£303.00	4.00	£12.12	£315.12		N
40 year renewal	£557.00	4.00	£22.28	£579.28		N
Renewal (forever)		New	New	£1,431.44		
<b>Squirrel Walk Memorial</b>			£0.00	£0.00		
Additional engraving (including motif – residue of lease)	£259.00	4.00	£10.36	£269.36		Y
Replacement Memorial (residue of lease)	£388.00	4.00	£15.52	£403.52		Y
Motif/Photo	£104.00	4.00	£4.16	£108.16		Y
Casket for interment of Cremated Remains	£62.00	4.00	£2.48	£64.48		Y
10 year renewal	£202.00	4.00	£8.08	£210.08		N
20 year renewal	£303.00	4.00	£12.12	£315.12		N
40 year renewal	£557.00	4.00	£22.28	£579.28		N
Renewal (forever)		New	New	£1,431.44		
<b>Bench Plaques*</b>			£0.00	£0.00		
Additional Plaque Granite Bench for residue of period	£216.00	4.00	£8.64	£224.64		Y

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Additional Plaque Wooden Bench for residue of period	£216.00	4.00	£8.64	£224.64		Y
Prairie Unit (continueonly)*			£0.00	£0.00		
Replacement Fascia (residue of lease)	£72.00	4.00	£2.88	£74.88		Y
Second Inscription (residue of lease)	£45.00	4.00	£1.80	£46.80		Y
10 year renewal	£202.00	4.00	£8.08	£210.08		N
20 year renewal	£303.00	4.00	£12.12	£315.12		N
40 year renewal	£557.00	4.00	£22.28	£579.28		N
Renewal (forever)		New	New	£1,431.44		
Cloister memorial for a 10 year period			£0.00	£0.00		
Cloister Memorial Purchase including inscription	£831.00	4.00	£33.24	£864.24		Y
Replacement Fascia (residue of lease)	£344.00	4.00	£13.76	£357.76		Y
Second Inscription (residue of lease)	£226.00	4.00	£9.04	£235.04		Y
Motif/Photo	£104.00	4.00	£4.16	£108.16		Y
Casket for interment of Cremated Remains	£62.00	4.00	£2.48	£64.48		Y
10 year renewal	£202.00	4.00	£8.08	£210.08		N
20 year renewal	£303.00	4.00	£12.12	£315.12		N
40 year renewal	£557.00	4.00	£22.28	£579.28		N
Renewal (forever)		New	New	£1,431.44		
Children's Section Memorial			£0.00	£0.00		
Mushroom Memorial Plaque for a 5 year period inc inscription	£281.00	4.00	£11.24	£292.24		Y
10 year renewal	£53.00	100.00	£53.00	£106.00	double the renewal period from 5 to 10 years	N
20 year renewal		New	New	£191.00		
40 year renewal		New	New	£344.00		
Renewal forever		New	New	£879.00		

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Monolith Memorial			£0.00	£0.00		
Monolith Memorial for a 10 year period	£779.00	4.00	£31.16	£810.16		Y
Monolith Memorial with garden for a 10 year period	£892.00	4.00	£35.68	£927.68		Y
Second Inscription (residue of lease)	£216.00	4.00	£8.64	£224.64		Y
Motif/Photo	£104.00	4.00	£4.16	£108.16		Y
Urn for interment of cremated remains	£62.00	4.00	£2.48	£64.48		Y
Replacement Plaque (residue of lease)	£188.00	4.00	£7.52	£195.52		Y
10 year renewal	£202.00	4.00	£8.08	£210.08		N
20 year renewal	£303.00	4.00	£12.12	£315.12		N
40 year renewal	£557.00	4.00	£22.28	£579.28		N
Renewal (forever)		New	New	£1,431.44		
Rose bush memorials for a 5 year period			£0.00	£0.00		
Replacement single			£0.00	£0.00	purchase new in 2014 was £142 - 17.50	
Replacement double			£0.00	£0.00	purchase new in 2014 was £210	
Name Plate Renewal (5 years)	£102.00	4.00	£4.08	£106.08		Y
Memory Garden Memorials for a 10 year period			£0.00	£0.00		
Memory Garden Memorial Purchase including first inscription	£302.00	4.00	£12.08	£314.08		Y
Motif/Photo	£60.00	4.00	£2.40	£62.40		Y
MGM Renewal Fee (10 Years)	£88.00	4.00	£3.52	£91.52		Y
MGM Renewal (20 years)		New	New	£133.32		
MGM Renewal (40 years)		New	New	£240.00		
MGM Renewal (forever)		New	New	£613.32		

## 6.7 Appendix – Neighbourhoods – Community Facilities

Service Area: Communities Team and Facilities

### 1.1 Summary Statement

This report proposes the fees and charges to be made for the use of Community Facilities managed by the Communities Team for 2016/17. During the financial year 2015/16 the Communities Team collected local benchmarking information from neighbouring authorities where available, as well as benchmarking information using the format adopted by the Association of Public Service Excellence (A.P.S.E) and information relating to the views of our users to inform the following years fees and charges decisions. The summary of this benchmarking information is contained below.

As in previous years prices have been reviewed by Service Managers with a recommendation that they be increased by 1.5%. The anticipated income for the Local Communities Team would be £11,165.00, enhancing the Communities Team value for money and supporting required efficiency savings. However this is a reducing figure as community centres are transferred to local community management. Currently there are now only 2 community centres that we directly manage, the remainder are managed under licence, Service level agreements, or leases by Voluntary sector organisations. Managers will however retain the ability to reduce prices below the approved maximums for specific marketing campaigns..

Centres in local community management can either adopt the Fees & Charges proposed in this report, or develop their own Fees & Charges policy.

The Local Communities Team areas of responsibility are;

1. Community Centres.
2. Mobility Services

Mobility Services is the second area of responsibility for the Communities Team. An annual membership charge was introduced in November 2008. The Mobility Services proposed charges and details of the benchmarking are outlined below. The proposed increase is expected to raise an annual income of £10,000.00.

The proposed increase of 1.25%, for Mobility Services would increase the membership fee to £16.40 from £16.20, and the half day visitors charge would increase of 2.5% from £3.90 to £4.00 (3 hour session). Users are encouraged

to take out the membership since there are no additional charges for use of the services once the membership is taken out. Users can then use the services as many times as they like depending upon the availability of scooters.

## **1.2 Policies and legislation applicable to the charge**

Financial Regulation 5.30 requires fees and charges to be reviewed on an annual basis.

A benchmarking exercise regarding Fees & Charges has been undertaken using the format used by the Association of Public Service Excellence (A.P.S.E) family groups as well as our neighbouring authorities. The details are contained below.

This review of fees and charges has been undertaken. The Communities Team are part of Area Working, within Neighbourhood Services, within the Place theme. This report relates to the fees & charges for the Local Communities Team and they are outlined below.

## **1.3 Benchmarking information**

Sandwell Community Services hire charges were compared with seven other local authorities from within its 'family group'

### Analysis

The result of the exercise show that in the majority of cases Sandwell Community Services has a more than competitive pricing structure and is in many cases considerable cheaper than some of the other Local Authorities especially for daytime use.

However it should be noted that it is particularly difficult to benchmark Fees and Charges for Community Facilities due to the wide diversity of concessions available and the reasoning behind them

## **1.4 Consultation undertaken**

none

## **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

In setting the Communities Team budget proposals for 2016/17 the attached fees and charges have been taken into account. It is calculated in order to achieve a position of full cost recovery the fees and charges would have to be increased some three fold. The impact for the local community and the user groups would be that in the current economic climate it would threaten their continued use, and local management of these facilities. Therefore the achievement full cost recovery at present is not a viable option.



## 1.6 Financial implications

Financial Regulations 5.30 requires that Fees & Charges be reviewed on an annual basis. The proposed fees referred to in this report are expected to generate £11,165.00.

As in previous years prices have been reviewed by Service Managers with a recommendation that they be increased by 1.5%. The anticipated income for the Local Communities Team would be £11,165.00, enhancing the Communities Team value for money and supporting required efficiency savings. However this is a reducing figure as community centres are transferred to local community management. Currently there are now only 2 community centres that we directly manage, the remainder are managed under licence, Service level agreements, or leases by Voluntary sector organisations. Managers will however retain the ability to reduce prices below the approved maximums for specific marketing campaigns. These charges are set out below, showing the implications for each of our facilities, and a comparison with the previous year.

Centres in local community management can either adopt the Fees & Charges proposed in this report, or develop their own Fees & Charges policy.

## 1.7 Specific new charges proposed (if required)

NONE

## 1.8 Specific charges ceased (if required)

NONE

## 1.9 Equality Impact Assessment

An initial Equality Impact Assessment (EIA) screening has been carried out and a full EIA is not required for this proposal as it does not impact on any one group more than another.

## 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Large Hall						
Monday to Friday 09.00 – 17.00	£11.20	1.75	£0.20	£11.40		
Monday to Friday 17.00 – 23.00	£19.30	1.55	£0.30	£19.60		

Weekend and Bank Holiday	£34.40	1.45	£0.50	£34.90		
<b>Marked Sports Hall</b>						
Monday to Friday 09.00 – 17.00	£11.20	1.75	£0.20	£11.40		
Monday to Friday 09.00 – 17.00 Casual Bookings	£13.50	1.50	£0.20	£13.70		
Monday to Friday 17.00 – 23.00	£19.30	1.55	£0.30	£19.60		
Monday to Friday 17.00 – 23.00 Casual Bookings	£22.90	1.30	£0.30	£23.20		
Weekend and Bank Holiday	£34.40	1.45	£0.50	£34.90		
Weekend and Bank Holiday Casual Bookings	£40.60	1.47	£0.60	£41.20		
<b>Medium Hall</b>						
Monday to Friday 09.00 – 17.00	£9.80	1.00	£0.10	£9.90		
Monday to Friday 17.00 – 23.00	£16.80	1.20	£0.20	£17.00		
Weekend and Bank Holiday	£24.30	1.65	£0.40	£24.70		
<b>Large Room</b>						
Monday to Friday 09.00 – 17.00	£6.30	1.60	£0.10	£6.40		
Monday to Friday 17.00 – 23.00	£8.40	1.20	£0.10	£8.50		
Weekend and Bank Holiday	£11.00	1.80	£0.20	£11.20		
<b>Small Room</b>						
Monday to Friday 09.00 – 17.00	£4.80	2.00	£0.10	£4.90		
Monday to Friday 17.00 – 23.00	£6.60	1.50	£0.10	£6.70		
Weekend and Bank Holiday	£9.30	1.60	£0.15	£9.45		
<b>Showers / Changing Rooms</b>						
Monday to Friday 09.00 – 17.00	£4.80	2.00	£0.10	£4.90		

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Monday to Friday 09.00 – 17.00 Casual Bookings	£5.90	1.70	£0.10	£6.00		
Monday to Friday 17.00 – 23.00	£4.80	2.00	£0.10	£4.90		
Monday to Friday 17.00 – 23.00 Casual Bookings	£5.90	1.70	£0.10	£6.00		
Weekend and Bank Holiday	£4.80	2.00	£0.10	£4.90		
Weekend and Bank Holiday Casual Bookings	£5.90	1.70	£0.10	£6.00		
<b>Sports Barn</b>						
Monday to Friday 09.00 – 17.00	£24.20	1.25	£0.30	£24.50		
Monday to Friday 09.00 – 17.00 Casual Bookings	£24.20	1.25	£0.30	£24.50		
Monday to Friday 17.00 – 23.00	£25.00	1.60	£0.40	£25.40		
Monday to Friday 17.00 – 23.00 Casual Bookings	£25.00	1.60	£0.40	£25.40		
Weekend and Bank Holiday	£32.50	1.55	£0.50	£33.00		
Weekend and Bank Holiday Casual Bookings	£32.50	1.55	£0.50	£33.00		
<b>Mobility Service</b>						
Membership fee	£16.20	1.25	£0.20	£16.40		
Half day visitor charge (3 hour session)	£3.90	2.50	£0.10	£4.00		

## **6.8 Appendix – Neighbourhoods – Green Services**

Service Area: Green Services

### **1.1 Summary Statement**

Annual fees and charges are evaluated on annual basis based on service income needs and organisations ability to pay. The revised figures are subjected to cabinet approval.

### **1.2 Policies and legislation applicable to the charge**

Annual fees and charges are set within the councils policy of “access for all” recognising the deprivations and ability to pay by some community organisations. There is no legislation applicable to the charge.

### **1.3 Benchmarking information**

Benchmarking is usually carried out by West Midlands Parks Forum, although like for like, service delivery against charges can vary considerably between authorities. Benchmarking for event charging has also been done with reference to charges made by Leeds Council

### **1.4 Consultation undertaken**

Consultation usually occurs with local organisations such as Sports Clubs. Commercial fees are usually determined by the council.

### **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

The rational for discounts and exemptions is usually based on the councils “access for all policy”. Local organisations that can demonstrate community well-being and enhancement attract discounts or exemptions.

### **1.6 Financial implications**

Financial implications is on 2 levels namely:

- Commercial – those commercial organisations operating a trading account for profit.
- Voluntary organisations that operate at a not for profit basis.

### **1.7 Specific new charges proposed (if required)**

Any specific new charges normally depend on a new service or facility. This does not apply in 2015, but may apply in 2016 when Lightwoods Park is fully operational.

If included in the fees and charges document the new charges will be the car parking charges at Sandwell Valley Country Park, if approved by the cabinet.

### **1.8 Specific charges ceased (if required)**

Currently there are no specific charges that have ceased.

## 1.9 Equality Impact Assessment

EIA is usually related to “access for all” policy and set out at 1.5 and 1.6 above.

## 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Allotments</b>						
Allotment Plot Sandwell Residents	33.00	6.05	£2.00	£35.00		Y
Allotment Plot non-Sandwell Residents	66.00	6.06	£4.00	£70.00		Y
Association sites (Charge and rebate per plot)	30.00	0.00	£0.00	£30.00		Y
<b>Outdoor Pitches-Regular Users (Ex VAT) SANDWELL LEAGUES</b>						
Class A	55.00	9.09	£5.00	£60.00		N
Class A - Concessionary Charge	38.00	5.27	£2.00	£40.00		N
Class B	35.00	0.00	£0.00	£35.00		N
Class C	35.00	0.00	£0.00	£35.00		N
Mini Soccer/7 a Side	30.00	0.00	£0.00	£30.00		N
Sandwell Minor League (per season)	2,400.00	4.17	£100.00	£2,500.00		N
Self Managed (per pitch per season)	210.00	4.76	£10.00	£220.00		N
<b>Outdoor Pitches-Regular Users (Ex VAT) NON SANDWELL LEAGUES</b>						
Class A	60.00	0.00	£0.00	£60.00		N
Class A - Concessionary Charge	45.00	0.00	£0.00	£45.00		N
Class B	40.00	0.00	£0.00	£40.00		N
Class C	40.00	0.00	£0.00	£40.00		N
Mini Soccer/7 a Side	35.00	0.00	£0.00	£35.00		N
Self Managed (per pitch per season)	230.00	0.00	£0.00	£230.00		N

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
<b>Outdoor Pitches-Casual Users (Inc VAT) SANDWELL LEAGUES</b>						
Class A	85.00	0.00	£0.00	£85.00		Y
Class A - Concessionary Charge	40.00	0.00	£0.00	£40.00		Y
Class B	60.00	0.00	£0.00	£60.00		Y
Class C	35.00	0.00	£0.00	£35.00		Y
Closed season/Pre- Season Friendlies (All Users)	25.00		£0.00	£25.00		Y
<b>Outdoor Pitches-Casual Users (Inc VAT) NON SANDWELL LEAGUES</b>						
Class A	90.00	0.00	£0.00	£90.00		Y
Class A - Concessionary Charge	45.00	0.00	£0.00	£45.00		Y
Class B	65.00	0.00	£0.00	£65.00		Y
Class C	40.00	0.00	£0.00	£40.00		Y
<b>Rugby Training</b>						
Playing Field only (2 hour session)	18.00	0.00	£0.00	£18.00		Y
Playing Field & Changing Rooms (2 hour session)	75.00	36.36	£20.00	£75.00		Y
<b>Changing Rooms and Pavilions</b>						
King George Changing only (no showers)	18.00	11.09	£2.00	£20.00		N
Barnford/Red House/QE2 Churchfields/Victoria Smethwick (Minimum 2 hours)	55.00	0.00	£0.00	£55.00		Y
Barnford/Red House/QE2 Churchfields/Victoria Smethwick (per additional hour)	28.00	0.00	£0.00	£28.00		Y
<b>Coaching/Training Sessions</b>						
Up to 20 students/trainers (Monday to Friday)	25.00	0.00	£0.00	£25.00		Y
21 to 50 students/trainers (Monday to Friday)	40.00	0.00	£0.00	£40.00		Y
51+ students/trainers (Monday to Friday)	55.00	0.00	£0.00	£55.00		Y

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Up to 20 students/trainers (Saturday & Sunday)	35.00	0.00	£0.00	£35.00		Y
21 to 50 students/trainers (Saturday & Sunday)	50.00	0.00	£0.00	£50.00		Y
51+ students/trainers (Saturday & Sunday)	65.00	0.00	£0.00	£65.00		Y
<b>Cricket - Regular Users (Ex VAT) SANDWELL LEAGUES</b>						
Wicket and dressing rooms	75.00	13.34	£10.00	£85.00		Y
Wicket only	65.00	7.69	£5.00	£70.00		Y
Synthetic Wicket	20.00	0.00	£0.00	£20.00		Y
<b>Cricket - Casual Users (Inc VAT) SANDWELL LEAGUES</b>						
Wicket and dressing rooms	100.00	0.00	£0.00	£100.00		Y
Wicket only	80.00	0.00	£0.00	£80.00		Y
Synthetic Wicket	24.00	0.00	£0.00	£24.00		Y
<b>Cricket - Regular Users (Ex VAT) NON SANDWELL LEAGUES</b>						
Wicket and dressing rooms	100.00	0.00	£0.00	£100.00		Y
Wicket only	75.00	0.00	£0.00	£75.00		Y
Synthetic Wicket	25.00	0.00	£0.00	£25.00		Y
<b>Cricket - Casual Users (Inc VAT) NON SANDWELL LEAGUES</b>						
Wicket and dressing rooms	120.00	0.00	£0.00	£120.00		Y
Wicket only	90.00	0.00	£0.00	£90.00		Y
Synthetic Wicket	30.00	0.00	£0.00	£30.00		Y
<b>Outdoor Activities - Minor Games</b>						
Bowls (per person per hour)	3.30	0.00	£0.00	£3.30		Y
Bowls (per person per hour) - Concessionary Charge	1.50	0.00	£0.00	£1.50		Y
Season Ticket/Club Use (9.00 - 17.00 No comfort facilities)	33.00					Y

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Season Ticket/Club Use (9.00 - 17.00 with comfort facilities)	42.50					Y
Club (per match/session non-exclusive use)	38.00					Y
Bowls Season Ticket/Club use. Part/self maintained green				£250.00		Y
Bowls Season Ticket/Club use. Council maintained				£750.00		Y
<b>Mini Golf</b>						
Season Ticket	36.00	11.10	£4.00	£40.00		Y
Season Ticket - Concessionary Charge	28.00	7.13	£2.00	£30.00		Y
Per Round	4.75	5.20	£0.25	£5.00		Y
Per Round - Concessionary Charge	3.50	0.00	£0.00	£3.50		Y
Hire of Clubs	1.00	0.00	£0.00	£1.00		Y
Clubs - Refundable Deposit	5.00	0.00	£0.00	£5.00		Y
Ball - Refundable Deposit	1.00	0.00	£0.00	£1.00		Y
Tee	0.10	100.00	£0.10	£0.20		Y
<b>Crazy Golf</b>						
Per Round	2.00	25.00	£0.50	£2.50		Y
Per Round - Concessionary Charge	1.75	14.00	£0.25	£2.00		Y
<b>Tennis</b>						
Per Court per hour	6.75	3.72	£0.25	£7.00		Y
Per Court per hour - Concessionary Charge	5.50	0.00	£0.00	£5.50		Y
Hire of Racquets	1.00	0.00	£0.00	£1.00		Y
Racquets - Refundable Deposit	5.00	0.00	£0.00	£5.00		Y
Hire of Balls (6)	2.25	10.90	£0.25	£2.50		Y
Synthetic Training Facility (3 courts) per hour	25.00	20.00	£5.00	£30.00		Y
Synthetic Training Facility with floodlights(3 courts) per hour	37.00	8.10	£3.00	£40.00		Y
Table Tennis per hour	2.50	0.00	£0.00	£2.50		Y
Table Tennis Bats + Balls Refundable Deposit	5.00	0.00	£0.00	£5.00		Y
<b>Fishing</b>						
Day/Part Day max 2 rods - all Sandwell waters	4.50	11.00	£0.50	£5.00		Y



<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Day/Part Day max 2 rods - all Sandwell waters - Concessionary Charge	3.00	0.00	£0.00	£3.00		Y
Season Ticket - All Sandwell waters	30.00	33.34	£10.00	£40.00		Y
Season Ticket - All Sandwell waters - Concessionary Charge	15.00	33.30	£5.00	£20.00		Y
<b>Outdoor Activities - Water Based at Swan Pool</b>						
Canoeing (per canoe per person - day/half day)	3.50	28.70	£1.00	£4.50		Y
Canoeing (per canoe per person - day/half day) - Concessionary Charge	2.50	20.00	£0.50	£3.00		Y
Long Distance Swimming (per person per annum)	28.00	7.15	£2.00	£30.00		Y
Long Distance Swimming (per club per annum)	250.00		£0.00	£250.00		Y
<b>Sailing and Windsurfing (per boat per annum)</b>						
Season ticket	70.00	7.14	£5.00	£75.00		Y
Season ticket - Concessionary Charge	40.00	12.50	£5.00	£45.00		Y
Club Use	55.00	9.09	£5.00	£60.00		Y
Club Use - Concessionary Charge	30.00	16.67	£5.00	£35.00		Y
Winter Season (1st October to 31st March)	30.00	16.67	£5.00	£35.00		Y
Winter Season (1st October to 31st March) - Concessionary Charge	18.00	11.12	£2.00	£20.00		Y
<b>Sub Aqua</b>						
Per club per annum	36.00	11.11	£4.00	£40.00		Y
Events/Club Activities (Minimum charge)	30.00	33.34	£10.00	£40.00		Y
<b>Outdoor Events - Sandwell Valley</b>						
Caravan site (per night per van - minimum charge)	5.00	20.00	£1.00	£6.00		N - land / Y - caravans
Horse Grazing (per horse per week)	14.50	10.35	£1.50	£16.00		N
Horse Stable (per horse per week)	8.50	17.70	£1.50	£10.00		N

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Helicopter Landings (Minimum charge)	50.00	0.00	£0.00	£50.00		N
<b>Craft Fairs</b>						
Easter (Saturday & Sunday)	30.00	50.00	£15.00	£45.00		N
Easter Week (Tuesday to Friday)	35.00	42.87	£15.00	£50.00		N
Bank Holiday (per day)	20.00	25.00	£5.00	£25.00		N
Christmas Event	40.00	12.50	£5.00	£45.00		N
Weekend (non-event)	32.50	7.70	£2.50	£35.00		N
Weekend (non-event) Saturday only	15.00	33.30	£5.00	£20.00		N
Weekend (non-event) Sunday only	20.00	0.00	£0.00	£20.00		N
Weekday (per day)	13.00	15.40	£2.00	£15.00		N
Sandwell Show Craft Marquee (2 metres plot)	65.00	23.07	£15.00	£80.00		N
Hire of trestle tables	5.00	0.00	£0.00	£5.00		N
<b>Fairs &amp; Circuses (per day)</b>						
Up to 8 Junior Rides - Monday to Thursday	77.00	3.90	£3.00	£80.00		Y
Up to 8 Junior Rides - Friday to Sunday	154.00	3.90	£6.00	£160.00		Y
Up to 8 Junior Rides - Bank Holiday	154.00	3.90	£6.00	£160.00		Y
Up to 4 Adult Rides &/or up to 8 Junior Rides - Mon to Thur	154.00	3.90	£6.00	£160.00		Y
Up to 4 Adult Rides &/or up to 8 Junior Rides - Fri to Sun	308.00	3.90	£12.00	£320.00		Y
Up to 4 Adult Rides &/or up to 8 Junior Rides - Bank Hol	308.00	3.90	£12.00	£320.00		Y
Up to 7 Adult Rides &/or up to 12 Junior Rides - Mon to Thur	231.00	3.90	£9.00	£240.00		Y
Up to 7 Adult Rides &/or up to 12 Junior Rides - Fri to Sun	462.00	3.90	£18.00	£480.00		Y
Up to 7 Adult Rides &/or up to 12 Junior Rides - Bank Hol	462.00	3.90	£18.00	£480.00		Y
8+ Adult Rides and/or 13+ Junior Rides - Mon to Thur	308.00	3.90	£12.00	£320.00		Y
8+ Adult Rides &/or 13+ Junior Rides - Fri to Sun	616.00	3.90	£24.00	£640.00		Y
8+ Adult Rides &/or 13+ Junior Rides - Bank Hol	616.00	3.90	£24.00	£640.00		Y

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Circus	260.00	7.69	£20.00	£280.00		Y
Water Supply	25.00	20.00	£5.00	£30.00		Y
Electricity Supply	25.00	20.00	£5.00	£30.00		Y
<b>Events</b>						
Bonfire/Firework Festivals	TBA			TBA		Y
Bonfire/Firework Festivals - Concessionary Charge	TBA			TBA		Y
Bonfire/Firework Festivals - Family Ticket	0.00		£0.00	£0.00		Y
Parking Fee - Sandwell Show	4.00	25.00	£1.00	£5.00		Y
Charity Stall - Sandwell Show (per day)	22.50	2.20	£0.50	£23.00		Y
Trade Space - Sandwell Show (per metre) 2 metres min	90.00	0.00	£0.00	£90.00		Y
Christmas Carol Concert	5.00	0.00	£0.00	£5.00		Y
<b>Special Events in Parks (per day)</b>			£0.00	£0.00		
Town (Premier) Parks	150.00	33.33	£50.00	£200.00		N
Neighbourhood Parks	100.00	0.00	£0.00	£100.00		N
Playing Fields/Open Spaces	50.00	100.00	£50.00	£100.00		N
Hire of bandstand for weddings (Minimum)	100.00	0.00	£0.00	£100.00		N
Wedding Photographs	50.00	0.00	£0.00	£50.00		N
Event application license fee	50.00	0.00	£0.00	£50.00		N
Event manager on the day support (per hour)	40.00	0.00	£0.00	£40.00		N
Park Bond(Fairs/Circuses/Commercial events)	400.00	25.00	£100.00	£500.00		N
Commercial events				By Negotiation		N
<b>Visitor Centres/Countryside Management Room Hire</b>						
Sandwell Park Farm New Barn - Day	45.00	0.00	£0.00	£45.00		N
Sandwell Park Farm New Barn - Half Day	35.00	0.00	£0.00	£35.00		N
Sandwell Park Farm Study Centre - Day	100.00	0.00	£0.00	£100.00		N

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Sandwell Park Farm Study Centre - Half Day	75.00	13.33	£10.00	£85.00		N
Sandwell Park Farm Small Meeting Room - Day	65.00	7.69	£5.00	£70.00		N
Sandwell Park Farm Small Meeting Room - Half Day	45.00	0.00	£0.00	£45.00		N
Sandwell Park Farm Heritage Room - Day	30.00	0.00	£0.00	£30.00		N
Sandwell Park Farm Heritage Room - Half Day	20.00	0.00	£0.00	£20.00		N
Dartmouth Park Pavilion meeting room - Day	70.00	14.28	£10.00	£80.00		N
Dartmouth Park Pavilion meeting room - Half Day	50.00	20.00	£10.00	£60.00		N
Forge Mill Farm Meeting Room - Day	65.00	15.38	£10.00	£75.00		N
Forge Mill Farm Meeting Room - Half Day	45.00	11.10	£5.00	£50.00		N
Cancelled Room Bookings	30.00		£0.00	£30.00		N
Photocopying (per A3 sheet)	0.30	34.00	£0.10	£0.40		Y
Photocopying (per A4 sheet)	0.20	48.00	£0.10	£0.30		Y
<b>Sandwell Park Farm Admission Charges</b>						
Per Day	2.20	36.50	£0.80	£3.00		Y
Per Day - Concessionary Charge	1.60	25.00	£0.40	£2.00		Y
Family ticket (2 adults & up to 3 children)	8.00	18.80	£1.50	£9.50		Y
Family ticket (1 adult & up to 3 children)	6.50	7.75	£0.50	£7.00		Y
6 month pass (individual)	28.00	25.00	£7.00	£35.00		Y
6 month pass (individual) - Concessionary Charge	18.00	38.90	£7.00	£25.00		Y
12 month pass (individual)	38.00	31.58	£12.00	£50.00		Y
12 month pass (individual) - Concessionary Charge	23.00	52.16	£12.00	£35.00		Y
6 month pass (joint - 2 adults)	44.00	13.64	£6.00	£50.00		Y
6 month pass (joint - 2 adults) - Concessionary Charge	32.00	25.00	£8.00	£40.00		Y
12 month pass (joint - 2 adults)	65.00	23.07	£15.00	£80.00		Y
12 month pass (joint - 2 adults) - Concessionary Charge	45.00	33.34	£15.00	£60.00		Y

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
6 month pass (family 2 adults & up to 3 children)	38.00	71.05	£27.00	£65.00		Y
12 month pass (family 2 adults & up to 3 children)	65.00	46.15	£30.00	£95.00		Y
Special Events Admission - Individual	3.25	23.00	£0.75	£4.00		Y
Special Events Admission - Individual - Concessionary Charge	2.75	9.20	£0.25	£3.00		Y
Special Events Admission - family 2 adults & up to 3 children	13.00	15.40	£2.00	£15.00		Y
Special Events Admission - family 1 adult & up to 3 children	10.00	20.00	£2.00	£12.00		Y
<b>Visitor Centres/Countryside Management Activities</b>						
Sandwell Valley Guided Walks - Individual	3.50	42.90	£1.50	£5.00		Y
Sandwell Valley Guided Walks - Individual - Concessionary Charge	3.00	16.50	£0.50	£3.50		Y
Sandwell Valley Guided Walks - Family Ticket	10.00	20.00	£2.00	£12.00		Y
Junior Rangers	2.00	150.00	£3.00	£5.00		Y
Minibeasts	2.00	50.00	£1.00	£3.00		Y
Trailer Ride (minimum 10 minutes)	1.50	33.00	£0.50	£2.00		Y
Trailer Ride (minimum 10 minutes) - Concessionary Charge	1.00	50.00	£0.50	£1.50		Y
Nature/Farm Tours Walks & Activities (inc refreshments) individual	6.00	33.40	£2.00	£8.00		Y
Nature/Farm Tours Walks & Activities (inc refreshments) individual - Concessionary Charge	5.00	30.00	£1.50	£6.50		Y
Nature/Farm Tours Walks & Activities (inc refreshments) family	20.00	25.00	£5.00	£25.00		Y
Workshop Sessions (inc refreshments)	6.00	33.40	£2.00	£8.00		Y

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Workshop Sessions (inc refreshments) - Concessionary Charge	5.00	30.00	£1.50	£6.50		Y
Workshop Sessions (inc refreshments) family	20.00	25.00	£5.00	£25.00		Y
Specialist Tours (inc refreshments) individual	6.00	33.40	£2.00	£8.00		Y
Specialist Tours (inc refreshments) individual - Concessionary Charge	5.00	30.00	£1.50	£6.50		Y
Specialist Tours (inc refreshments) family	20.00	25.00	5	25		Y
Sandwell Schools & Groups Guided Visit (Day)	4.00	25.00	£1.00	£5.00		N
Sandwell Schools & Groups Guided Visit (Day) minimum charge	70.00	42.86	£30.00	£100.00		N
Sandwell Schools & Groups Guided Visit (Half Day)	3.50	14.40	£0.50	£4.00		N
Sandwell Schools & Groups Guided Visit (Half Day) minimum charge	70.00	42.85	£30.00	£100.00		N
Sandwell Schools & Groups Living History (Day)	4.00	25.00	£1.00	£5.00		N
Sandwell Schools & Groups Living History (Day) minimum charge	70.00	42.86	30.0006	100.0006		N
Sandwell Schools & Groups Living History (Half Day)	3.50	14.40	£0.50	£4.00		N
Sandwell Schools & Groups Living History (Half Day) minimum charge	70.00	42.85	£30.00	£100.00		N
Non Sandwell Schools & Groups Guided Visit (Day)	5.00	20.00	£1.00	£6.00		N
Non Sandwell Schools & Groups Guided Visit (Day) minimum charge	70.00	42.85	£30.00	£100.00		N
Non Sandwell Schools & Groups Guided Visit (Half Day)	4.00	25.00	£1.00	£5.00		N

NonSandwell Schools & Groups Guided Visit (Half Day) minimum charge	70.00	42.85	£30.00	£100.00		N
Non Sandwell Schools & Groups Living History (Day)	5.00	20.00	£1.00	£6.00		N
Non Sandwell Schools & Groups Living History (Day) minimum charge	70.00	42.85	£30.00	£100.00		N
Non Sandwell Schools & Groups Living History (Half Day)	4.00	25.00	£1.00	£5.00		N
Non Sandwell Schools & Groups Living History (Half Day) minimum charge	70.00	42.85	£30.00	£100.00		N
School Pack	5.00	60.00	£3.00	£8.00		N
Hand out sheets	1.00	50.00	£0.50	£1.50		N

## **6.9 Appendix – Neighbourhoods – Library and Information Service**

Service Area: Library and Information Service

### **1.1 Summary Statement**

This annual review of fees and charges forms part of a wider strategy for generating income for the library service. During the course of the year we have worked with partners to make income through co-location (sharing library spaces), room hire and with friends groups who provide funding for library purposes, e.g. children's holiday activities. Room hire charge has remained static for a number of years so the intention is to increase this to achieve the income required.

### **1.2 Policies and legislation applicable to the charge**

Libraries are restricted from charging for certain services by The 1964 Public Libraries and Museums Act.

### **1.3 Benchmarking information**

Sandwell Library and Information Service (including Community History and Archives Service) has previously maintained a policy of setting fees and charges which are amongst the lowest in the Black Country. However from 2014 all four Black Country library services have worked together on rationalising charges and policies across the region, in order to improve customer service and prepare for the potential sharing of a Library Management System in the future.

### **1.4 Consultation undertaken**

Consultation has been with other Black Country authorities this year as the priority has been to rationalise charges across the Black Country.

### **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

In 2014 Sandwell increased charges to the maximum currently being made within the four authorities; this was significantly above the rate of inflation, and therefore this year there will be no increase to comparable charges, as other authorities catch up and move to this maximum level. This is to ensure that library charging policy in Sandwell is brought in line with the rest of the Black Country. This approach was agreed at cabinet in January 2015.

### **1.6 Financial implications**

In addition to the traditional range of fees and charges the Library and Information Service has been considering innovative ways to raise additional income for the service, including library cafes, sale of books, and donations. In 2015-16 the Children's Library Team have been offering charged-for interactive story sessions and training packages for practitioners and families to generate income.



It is anticipated that this will generate a further income of approximately £25,000 in 2016-17. To achieve this target charges for sessions will be increased.

### 1.7 Specific new charges proposed (if required)

Increase in room hire from £6 to £8 for a small room, £10 to £13.50 for a medium room and £15 to £20 for a large room.

Increase in charges for Children's Library Team sessions from £60-£80 to £80-£100 + vat.

### 1.8 Specific charges ceased (if required)

None

### 1.9 Equality Impact Assessment

### 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Reservation fee – in stock and purchased for stock</b>						N
Standard charge	£0.00	0.00	£0.00	£0.00		N
Concessionary charge	£0.00	0.00	£0.00	£0.00		N
<b>Reservation fee – not in stock (ie. Inter library loan and includes journal articles)</b>						N
Standard charge	£4.00	0.00	£0.00	£4.00		N
Concessionary charge	£2.00	0.00	£0.00	£2.00		N
<b>Compact discs</b>						N
Standard charge	£1.00	0.00	£0.00	£1.00		N
Concessionary charge	£0.50	0.00	£0.00	£0.50		N
<b>DVDs loan charge – new feature films (loan period reduced to 3 nights)</b>						N
Standard charge	£2.00	0.00	£0.00	£2.00		N
Concessionary charge	£1.00	0.00	£0.00	£1.00		N

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
<b>DVDs loan charge – all other (loan period 1 week)</b>						N
Standard charge	£2.00	0.00	£0.00	£2.00		N
Concessionary charge	£1.00	0.00	£0.00	£1.00		N
<b>Computer game hire (Central/Blackheath Library)</b>						N
Standard charge	£3.00	0.00	£0.00	£3.00		N
Concessionary charge	£2.00	0.00	£0.00	£2.00		N
<b>Photocopying</b>						Y
B&W per A4 sheet	£0.15	0.00	£0.00	£0.15		Y
B&W per A3 sheet	£0.30	0.00	£0.00	£0.30		Y
Colour per A4 sheet	£1.00	0.00	£0.00	£1.00		Y
Colour per A3 sheet	£1.50	0.00	£0.00	£1.50		Y
<b>Computer printouts</b>						Y
B&W per A4 sheet	£0.15	0.00	£0.00	£0.15		Y
B&W per A3 sheet	£0.30	0.00	£0.00	£0.30		Y
Colour per A4 sheet	£1.00	0.00	£0.00	£1.00		Y
Colour per A3 sheet	£1.50	0.00	£0.00	£1.50		Y
<b>Fax</b>						Y
UK Only	£1.00	0.00	£0.00	£1.00		Y
Continuation sheets	£0.50	0.00	£0.00	£0.50		Y
To receive per sheet	£0.50	0.00	£0.00	£0.50		Y
<b>Overdue, lost and damaged items</b>						N
<b>Fines per item, per day (all items except CDs and DVDs)</b>						N
Standard charge	£0.15	0.00	£0.00	£0.15		N
Concessionary charge	£0.00	0.00	£0.00	£0.00		N
<b>Fines for Premium DVDs per item per day</b>						N
Standard charge	£0.65	0.00	£0.00	£0.65		N
Concessionary charge	£0.30	0.00	£0.00	£0.30		N
<b>Overdue reminders letter</b>						N

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Email / Text message	£0.00	0.00	£0.00	£0.00		N
Postal	£0.00	0.00	£0.00	£0.00		N
<b>Replacement Library card – (children no charge)</b>						Y
Standard charge	£1.00	0.00	£0.00	£1.00		Y
Concessionary charge	£1.00	0.00	£0.00	£1.00		Y
<b>Lost items – (under 5's no charge)</b>						N
Standard charge	Full replacement charge or average replacement cost	0.00	£0.00	Full replacement charge or average replacement cost		N
Concessionary charge	50% replacement charge	0.00	£0.00	50% replacement charge		N
<b>Damaged items – (under 16's no charge)</b>						N
Standard charge	Full replacement charge or average replacement cost	0.00	£0.00	Full replacement charge or average replacement cost		N
Concessionary charge	50% replacement charge	0.00	£0.00	50% replacement charge		N
<b>Author Events (outside opening hours)</b>						Y
Standard charge	£3.00	0.00	£0.00	£3.00		Y
Concessionary charge	£1.50	0.00	£0.00	£1.50		Y
<b>Commercial Room hire (during opening hours)</b>						N
Small room	£6.00	33.33	£2.00	£8.00		N
Medium Room	£10.00	35.00	£3.50	£13.50		N
Large Room	£15.00	33.33	£5.00	£20.00		N
outside opening hours	By negotiation		£0.00	By negotiation		N

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Interactive storytelling sessions eg. 'Storytime Lab'	£60 - £80	33.00	£20.00	80-100	negotiable dependent on number of sessions booked	N
Interactive Storytelling training packages for practitioners, Minimum charge per session	£300.00	0.00	£0.00	£300.00		N
<b>Community History and Archives Service</b>						
<b>Photocopying</b>						Y
A4 B&W	£0.20	0.00	£0.00	£0.20		Y
A3 B&W	£0.40	0.00	£0.00	£0.40		Y
A4 Colour	£1.25	0.00	£0.00	£1.25		Y
A3 Colour	£1.75	0.00	£0.00	£1.75		Y
<b>Microprint – self service</b>						Y
A4	£0.60	0.00	£0.00	£0.60		Y
A3	£1.00	0.00	£0.00	£1.00		Y
<b>Microprint – orders</b>						Y
A4	£3.00	0.00	£0.00	£3.00		Y
A3	£3.50	0.00	£0.00	£3.50		Y
Photographs	£5.50	0.00	£0.00	£5.50		Y
A4 print or digital image		0.00	£0.00	£0.00		Y
<b>Camera Licence</b>						Y
One day	£3.00	0.00	£0.00	£3.00		Y
One week	£7.00	0.00	£0.00	£7.00		Y
<b>Post &amp; packing</b>						Y
UK	£2.00	0.00	£0.00	£2.00		Y
Overseas	£4.00	0.00	£0.00	£4.00		Y
Research service per 30 minutes	£10.00	0.00	£0.00	£10.00	Up to max. of 2 hours	N
Freedom of Information searches in closed records	£10.00	0.00	£0.00	£10.00		N
Certified / authenticated copies of records	£10.00	0.00	£0.00	£10.00		Y
Talks to external groups minimum charge	£30.00	0.00	£0.00	£30.00		Y

Image display in commercial premises	£15.00	0.00	£0.00	£15.00		Y
Commercial publication* (print and digital) Maximum 10 images, 50% reduction for local history societies/community groups	£10 - £100	0.00	£0.00	£10 - £100		Y
TV/Radio broadcast	£25 - £300	0.00	£0.00	£25 - £300		Y

## **6.10 Appendix – Neighbourhoods – Museums**

Service Area: Museums and Arts

### **1.1 Summary Statement**

A difficult year has seen wedding income plummet as a consequence of the non-availability of registrars and the slow beginnings of what we hope is a recovery in the schools market as the new KS1 and KS2 curriculum becomes better understood in schools who are now beginning to take up our revised offer and programmes.

Income from hires to ghost hunters in particular remain strong and we have significantly increased this charge as we anticipate the market can stand this

### **1.2 Policies and legislation applicable to the charge**

none

### **1.3 Benchmarking information**

Schools charges are comparable (actually a bit lower) for comparable services in other Museums. A number (eg BCLM) have ceased providing living history services as they were unable to make it pay. Birmingham Museums have ceased providing a competing service for free

We have looked at event and catering costs at a variety of independent and National trust properties and our prices reflect our local audiences ability to pay.

### **1.4 Consultation undertaken**

The art group at Wednesbury have been consulted regarding the proposed increase and would prefer the cost to be held or reduced as a consequence of the increase in parking charges at Wednesbury.

Schools are aware of the increasing cost of providing services as a consequence of salary costs and materials costs. Our increases are below the % increase in associated travel costs.

Following consultation with potential users we have reduced minimum fees for talks and lectures – this is anticipated to increase the demand.

VFM consultation takes place within the museum service annual surveys.

## **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

Wednesbury Room Hires – we have removed the hourly charges and the discounts for block bookings as neither were required and have instead introduced day and half day bookings as we do across the rest of the service.

We have increased certain education costs to reflect increased costs of providing the service.

We have increased a new lower charge for weekday wedding/commitment ceremony room hire to reflect the low demand for this currently and see whether there is a 'discount' end to the market.

We have maintained the range of prices for refreshments and this allows for the variability of different types of sale at different events – low prices at craft days etc. result in significant repeat purchases whilst a higher charge sees lower sales. (This has been tested across the service).

The ghost hunt hire market is bouncing back and our increased charge reflects market conditions.

Increase in maximum ticket prices for events reflects the increasing range of charged for concerts and performances including more at the higher end of the market. Our prices for these events are considerably lower than comparable prices at other venues.

## **1.6 Financial implications**

We do not anticipate significantly increased income streams. However retailing and catering income is expected to continue to increase in line with increases in visitor numbers. However it must be born in mind that friends groups operate catering at Oak House and Haden Hill House and income from catering is therefore in the 'gift' of our friends groups.

## **1.7 Specific new charges proposed (if required)**

n/a

## **1.8 Specific charges ceased (if required)**

n/a

## **1.9 Equality Impact Assessment**

Not done this year

## 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Haden Hill House</b>						
Large room (up to 40 people)						
9am - 4.30pm	130.00	5.00	£6.50	£136.50		N
half day am or pm	75.00	5.00	£3.75	£78.75		N
evenings per hour 6pm - 9pm (min 3 hours)	40.00	5.00	£2.00	£42.00		N
Small Room (up to 15 people)						N
9am - 4.30pm	85.00	0.00	£0.00	£85.00		N
half day am or pm	55.00	0.00	£0.00	£55.00		N
evenings per hour 6pm - 9pm (min 3 hours)	40.00	0.00	£0.00	£40.00		N
Craft Room (up to 15 people)						N
minimum booking 3 hrs 10% discount for block bookings per 10 payable in advance	8.00	0.00	£0.00	£8.00		N
Wedding/commitment ceremonies						N
Fee including photographs -	450.00	0.00	£0.00	£450.00	fri-sun	N
per hour/part hour additional to standard wedding fee	45.00	0.00	£0.00	£45.00	fri-sun	N
per hour/part hour additional mon-thur		NEW	NEW	£350.00		N
fee including photographs mon-thur		NEW	NEW	£35.00		N
Home Front Session (schools session)						N
(per session, max 34 children)	105.00	5.00	£5.25	£110.25		N
hourly fee		NEW	NEW	£20.00		N
<b>Manor House</b>						
Great Hall per hour						N
10am - 12pm weekdays (per hour) minimum charge	35.00	0.00	£0.00	£35.00		N
10am - 12pm weekdays (per hour) maximum charge	70.00	0.00	£0.00	£70.00		
Weekends & Bank Holidays 10am - 12pm (per hour)	50.00	0.00	£0.00	£50.00		N

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VA T</b>
Wedding/commitment ceremonies						N
Fee including photographs -	650.00	0.00	£0.00	£650.00		N
Additional hour/part hour outside opening hours	45.00	0.00	£0.00	£45.00		N
<b>Wednesbury Museum &amp; Art Gallery</b>						
Private Bookings clubs & societies						N
9am - 10pm weekdays (per hour)	23.50		£0.00	£23.50		N
Evening (after 5 pm) and Weekends - additional hour rate		New	New	£28.20		
Small Room (up to 15 people)		NEW	NEW	£85.00	full day rate for 7 hours	N
Small Room (up to 15 people)		NEW	NEW	£127.50	Weekends / evenings (3 hours)	
family room		NEW	NEW	£85.00	full day rate for 7 hours	N
family room		NEW	NEW	£127.50	Weekends / evenings (3 hours)	N
painting room		NEW	NEW	£100.00	full day rate for 7 hours	N
painting room		NEW	NEW	£150.00	Weekends / evenings (3 hours)	N
Richards gallery		NEW	NEW	£150.00	full day rate for 7 hours	N
Richards gallery		NEW	NEW	£225.00	Weekends / evenings (3 hours)	N
How We Used To Play (schools session)						N
per child	2.00	5.00	£0.10	£2.10	Max. 30 children	N
Museum Art Groups						N
Per person, per session , Price includes materials and refreshments	5.00	5.00	£0.25	£5.25		N
Oak House Museum - Classroom Hire						N
Monday to Friday 9am-4.30pm (per hour)	8.50	0.00	£0.00	£8.50		N



Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Galton Valley Canal Museum - Guided Walks						N
Per person, min. 10 people	4.00	25.00	£1.00	£5.00		N
Bishop Asbury Cottage - Pre booked tours						N
Price per person, min. 10 people (Price includes information material)	4.75	5.00	£0.24	£4.99		N
<b>All Sites</b>						
Living History (school session)						N
KS2 (per session, max. 36 children)	150.00	10.00	£15.00	£165.00	Minimum Charge	N
KS2 (per session, max. 36 children)	190.00	10.00	£19.00	£209.00	Maximum Charge	N
KS1 (per session, max. 36 children)	145.00	10.00	£14.50	£159.50	Minimum Charge	N
KS1 (per session, max. 36 children)	180.00	11.00	£19.80	£199.80	Maximum Charge	
Guided Tours						N
Handling Tours (per child)	3.50	5.00	£0.18	£3.68		N
Tour & Workshop (per child)	4.00	0.00	£0.00	£4.00		N
Adult Tours						
Within Opening Hours Minimum Fee per Group (minimum of 10 people)	60.00	0.00	£0.00	£60.00		
a) Within Opening Hours Minimum Fee per person in the Group	3.00	0.00	£0.00	£3.00		N
b) Within Opening Hours Maximum Fee per person in the Group	7.00	0.00	£0.00	£7.00		
Outside Opening Hours Minimum Fee per Group (minimum of 10 people)	60.00	0.00	£0.00	£60.00		N
a) Outside Opening Hours Minimum Fee per person in the Group	4.00	0.00	£0.00	£4.00		
b) Outside Opening Hours Maximum Fee per person in the Group	10.00	0.00	£0.00	£10.00		
Handling Collections						
Per day	2.00	0.00	£0.00	£2.00		N
Craft Fairs						

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Per table/stall	10.00	0.00	£0.00	£10.00	Minimum Charge	
Per table/stall	20.00	0.00	£0.00	£20.00	Maximum Charge	
<b>Halloween Living History bookable events and open days</b>						
per person	4.00	0.00	£0.00	£4.00	Minimum Charge	
per person	25.00	0.00	£0.00	£25.00	Maximum Charge	
<b>Carols / Concerts</b>						
Carols / Concerts including open mic night	3.00	15.00	£0.45	£3.45	Minimum Charge	
Carols / Concerts including open mic night	7.00	15.00	£1.05	£8.05	Maximum Charge	
<b>Wedding Photographs</b>						
At Oak House and the Manor House Per hour (Access to grounds outside normal opening hours e.g. Saturday afternoons)	70.00	0.00	£0.00	£70.00		N
At Haden Hill House (Access to house per hour or part hour)	80.00	0.00	£0.00	£80.00		N
<b>Commercial Photography / Filming / building hire</b>						
min. price per day or part day plus reimbursement of lost income	300.00	0.00	£0.00	£300.00		N
<b>Talks Given Off Site</b>						
During Opening Hours	40.00	-50.00	-£20.00	£20.00		N
Out of Opening Hours	60.00	-50.00	-£30.00	£30.00		N
<b>Refreshments</b>						
Coffee, per jug (10 cups)	9.50	0.00	£0.00	£9.50		
Coffee, per cup	0.60	0.00	£0.00	£0.60	Minimum Charge	
Coffee, per cup	1.65	0.00	£0.00	£1.65	Maximum Charge	
Coffee, per mug and hot chocolate	0.90	0.00	£0.00	£0.90	Minimum Charge	
Coffee, per mug and hot chocolate	2.00	0.00	£0.00	£2.00	Maximum Charge	
Tea, per cup or mug	0.50	0.00	£0.00	£0.50	Minimum Charge	

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Tea, per cup or mug	1.50	0.00	£0.00	£1.50	Maximum Charge	
Biscuits	0.25	0.00	£0.00	£0.25	Minimum Charge	
Biscuits	1.05	0.00	£0.00	£1.05	Maximum Charge	
75cl mineral water	1.20	0.00	£0.00	£1.20		
Orange Juice, per litre	2.50	0.00	£0.00	£2.50		
Orange Juice, per wine glass	1.00	0.00	£0.00	£1.00		
<b>Retail Mark-up</b>						
all goods	33-60%			33-60%		YNN
<b>"Ghost Hunt"</b>						
9pm to 2am (outside normal opening hours)	475.00	15.00	£71.25	£546.25	Minimum Charge	N
9pm to 2am (outside normal opening hours)	550.00	15.00	£82.50	£632.50	Maximum Charge	N

## **6.11 Appendix – Neighbourhoods – Waste**

Service Area: Waste

### **1.1 Summary Statement**

This report sets out the proposed fees and charges for the year 2016/17 for waste services provided by the Streetscene Directorate. The Council's Financial Regulation 4.30 sets a requirement for the service area fees and charges to be reviewed on an annual basis.

### **1.2 Policies and legislation applicable to the charge**

The main fees and charges have been reviewed that relate to waste collection services.

Relevant legislation relating to **Waste Services** is as follows:

- The main powers to charge for these services are contained within the Controlled Waste Regulations 1992 and 2012, which are made under the Environmental Protection Act 1990.
- Apart from the statutory landfill tax applicable to trade waste charges, all other charges are discretionary.

### **1.3 Benchmarking information**

Benchmarking information is attached in the FC Streetscene Waste Report.

Benchmarking of domestic related charges with comparable council charges of neighbouring Councils has been undertaken.

Sandwell MBC's domestic collection charges, as proposed in this report, remain amongst the lowest compared to our neighbouring boroughs' charges.

#### **1.4 Consultation undertaken**

No consultation has been undertaken.

#### **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

The proposed increases in these fees and charges is designed to recover the increased landfill tax charges applicable from 1 April 2016 and to correctly align landfill tax charges and disposal gate fee charges, in relation to individual container volumes.

Domestic charge increases, where applied, are based on inflation increases or to begin to bring charges in line with actual costs.

#### **1.6 Financial implications**

Landfill tax is payable on those tonnes disposed of to landfill and is subject to the tax increase from 1 April 2016 in line with the Government's Landfill Tax escalator. Trade waste disposal charges also include indexed gate fees at disposal facilities and at the time of this report the actual rates from the 1st April 2016 are unknown. Therefore, these costs are estimated. The trade waste increases proposed in these fees and charges are designed to cover the increased landfill tax charges applicable from 1 April 2016, and the estimated disposal gate fees, and to correctly align these charges in relation to individual container volumes.

The increases to domestic related charges relating to bulky collections and the additional garden waste bins are based on inflation increases only. The increases for lost and stolen bins are to begin to bring these charges in line with actual costs.

#### **1.7 Specific new charges proposed (if required)**

No new charges are proposed

#### **1.8 Specific charges ceased (if required)**

No charges have ceased

#### **1.9 Equality Impact Assessment**

The charges relating to bulky waste collections and replacement lost and stolen bins have applied concessions for households containing someone over 60.

## 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Trade Waste Charges</b>					<b>Please note: Trade waste service is operated by Serco as a separate business unit</b>	
30 Blue Trade Sacks	£51.84	0.05	£2.59	£54.44		Y
30 Blue Trade Sacks (Disposal & Landfill Tax)	£23.04	0.05	£1.15	£24.19		Y
1280 Litre Euro Container	£8.38	0.05	£0.42	£8.80		Y
1280 Litre Euro Container (Disposal & Landfill Tax)	£11.76	0.05	£0.59	£12.35		Y
1100 Litre Euro Container	£7.89	0.05	£0.39	£8.29		Y
1100 Litre Euro Container (Disposal & Landfill Tax)	£10.25	0.05	£0.51	£10.76		Y
900 Litre Paladin Container	£6.77	0.05	£0.34	£7.10		Y
900 Litre Paladin Container (Disposal & Landfill Tax)	£8.43	0.05	£0.42	£8.85		Y
660 Litre Mini Euro Container	£5.88	0.05	£0.29	£6.17		Y
660 Litre Mini Euro Container (Disposal & L/Fill Tax)	£6.20	0.05	£0.31	£6.50		Y
330 Litre Wheeled bin	£4.66	0.05	£0.23	£4.89		Y
330 Litre Wheeled bin (Disposal & Landfill Tax)	£3.05	0.05	£0.15	£3.20		Y
240 Litre Wheeled bin	£4.07	0.05	£0.20	£4.27		Y
240 Litre Wheeled bin (Disposal & Landfill Tax)	£2.36	0.05	£0.12	£2.47		Y
30 Sacks - Co-mingled mixed dry recycling	£46.43	0.05	£2.32	£48.76		Y
1100 Litre Co-mingled mixed dry recycling	£5.49	0.05	£0.27	£5.76		Y
240 Litre Co-mingled mixed dry recycling	£3.52	0.05	£0.18	£3.70		Y

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
240 Litre Single stream recycling - glass	£7.23	0.05	£0.36	£7.59		Y
1100 Litre Single stream recycling - paper	£3.95	0.05	£0.20	£4.14		Y
240 Litre Single stream recycling - paper	£6.09	0.05	£0.30	£6.39		Y
1100 Litre Single stream recycling - card	£6.90	0.05	£0.34	£7.24		Y
240 Litre Single stream recycling - card	£8.08	0.05	£0.40	£8.48		Y
240 Litre Co-mingled organic recycling	£10.36	0.05	£0.52	£10.88		Y
Duty of Care Annual Fee	£65.00	0.05	£3.25	£68.25		Y
Commercial Clearance per hour	On application			On application		
Landfill tax per tonne	£82.00	0.03	£2.40	£84.40		N
<b>Domestic Charges Bulky Collections:</b>						
Fridge/Freezer	£11.87	0.02	£0.18	£12.05		N
Bulky - 1 item	£11.87	0.02	£0.18	£12.05		N
Bulky - 2 to 4 items	£17.83	0.02	£0.27	£18.09		N
Bulky - 5 to 8 items	£35.64	0.02	£0.53	£36.18		N
<b>Garden Waste</b>						
Additional Garden Waste Container - Delivered	£41.41	0.02	£0.62	£42.03		Y
<b>Replacement containers - Lost and stolen:</b>						
180 litre wheeled bin (any type)	£10.00	0.20	£2.00	£12.00		Y
240 litre wheeled bin (any type)	£10.00	0.20	£2.00	£12.00		Y
360 litre wheeled bin (any type)	£10.00	0.20	£2.00	£12.00		Y
Concessionary rate	£5.00	0.00	£0.00	£5.00		Y

## 6.12 Appendix – Public Health

Service Area: Public Health

### **1.1 Summary Statement**

Service charges within public health relate to lifestyle services where participant contribute to the activities they choose to participate in.

There is one service to which charges are applied: Weight Management which has two tariffs applicable to individuals or families.

### **1.2 Policies and legislation applicable to the charge**

There is no legislation applicable to the charges.

### **1.3 Benchmarking information**

Charges were benchmarked lower than the comparable commercial programmes delivered locally.

### **1.4 Consultation undertaken**

Charges were agreed via the commissioning and procurement process.

### **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

. The evidence both locally and nationally supports service models that request a nominal charge from users to promote their adherence to programmes and sustain behaviour change.

### **1.6 Financial implications**

The income received by the service provider contributes to the cost of delivery and development of 'follow on' maintenance and support services for users.

### **1.7 Specific new charges proposed (if required)**

There is a new 'lifestyles' weight management service and physical activity programme – Intervention programme is free (minimum 12 weeks), maintenance programme is £2.00 per individual / £3.00 per family.

### **1.8 Specific charges ceased (if required)**

Lifestyle service was re-commissioned with a new service model. The services that have ended have been replaced with the new lifestyle offer.

### **1.9 Equality Impact Assessment**

An Equality Impact Assessment was undertaken as part of the commissioning process. It is a universal, open access service.

### **2.0 Fees and Charges table**

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Weight maintenance Programme, Fee per person/per session		NEW	NEW	£2.00		No
Weight maintenance Programme, Fee per family/per session		NEW	NEW	£3.00		No
Prescription charges	£8.20	0.00	£0.00	£8.20		No

## **6.13 Appendix – Regeneration and Economy**

Service Area: Regeneration & Economy

### **1.1 Summary Statement**

The proposed fees and charges for the year 2016/17 for services provided by Regeneration and Economy relate to those for Planning Applications and associated matters, Building Regulations Applications and Property Searches & Land Charges Markets and also Highways related matters.

In addition, there are a few other sundry fees & charges, however, these account for only a small percentage of the Directorate's income.

### **1.2 Policies and legislation applicable to the charge**

- Fees For Applications Under Town and Country Planning Act, 1990
- Town & Country Planning (Fees For applications and Deemed Applications) (Amendment) (England) Regulations 2008 Rev. Nov 2013
- The Building (Local Authority Charges) Regulations 2010
- Scheme for the Recovery Of Building Regulation Charges and Associated Matters 1st October 2010
- Sandwell Building Consultancy Standard Charges (Full Revision October 2011, amended April 2013)
- The Building Act 1984 S.80
- Local Land Charges Act 1975 (as Amended)
- The Highways Act 1980
- New Roads and Street Works Act 1991
- Road Traffic Regulations Act 1984
- Road Traffic (Permitted Parking Area and Special Parking Area) (Metropolitan Borough of Sandwell) Order 2000.



- The Council Parking Policy 2015

### **1.3 Benchmarking information**

#### **Planning**

-N/A.

#### **Building Regulations fees**

are compared with those set by other West Midlands authorities on an annual basis, however, as there is no prescribed schedules and categories of fee all differ and are therefore difficult to compare. They remain broadly in line with other LA's with some categories being less and some more.

#### **Personal Searches charges**

are set by each LA and they are compared with those of other LA's via the Local Land Charges Institute, informally at officer level with neighbouring authority contacts and on an annual basis. The way in which each authority answers each question on a CON29 will differ as each hold the various datasets differently and therefore costs are different. Also both Building Control and Property Searches have to compete with private companies for some of the services and the level of competition varies from area to area so a judgement has to be made by each authority with reference to the situation their area.

#### **Highway charges and parking permits -**

are mostly set by comparison with similar charges in neighbouring authorities and are generally below average or less than our neighbours charge. Some charges are set in accordance with national agreed charging scales.

### **1.4 Consultation undertaken**

No formal consultation takes place on charges for Building Regulations or Property searches for the reasons above but ongoing feedback from clients and prospective clients about projects won or lost is noted and taken into account when considering any changes to fees.

The Development Management Unit has participated in a benchmarking exercise with other Local Planning Authorities in order to compare, costs, income levels and targets for the Planning Application and Enforcement function.

The updated Council Parking Policy was subject to full public consultation in 2015 and was approved by Cabinet. The off street parking places order and on street traffic regulation orders are subject to statutory public consultation.

## **1.5 Rationale for proposed 2016-17 charges, discounts and exemptions**

### **Building Consultancy Charges**

The Building (Local Authority Charges) Regulations 2010 (SI 2010/404) required that each Building Control Authority set a new scheme of fees including details of average hourly rates to be used in their compilation. The new fee scheme was implemented as required on 1st October 2010 and is in line with national LABC model.

Building Control remains in competition with private “Approved Inspectors” in a very competitive market and therefore over the past three years it was felt that any increase in fees was likely to be counter productive and result in further loss of work to the competition therefore no increases have been made. It is, however, now considered that some increases could be made on the fees for domestic work as many of these applications are submitted by and/or paid for by applicants who are unlikely to make another application for many years if at all and therefore an increased fee is unlikely to have a major detrimental effect on future application rates. Given that the level of competition in the commercial market remains strong, the fee values are higher and more likely to be made by potential repeat customers, it is considered that keeping those fees at the same level in order to be more competitive is prudent.

Applications where the work is for the benefit of a disabled person are exempt from fees.

### **Planning Application & Development Management Charges –**

Development Management have no control over planning application fees, however, they are required to process applications to statutory timescales and meet National Indicator performance targets regardless of the volumes received. These fees were last revised by Central Government in November 2012.

### **Parking Charges**

Twenty standard hourly parking charges and seven other highway charges in the borough remain unchanged. Other highway charges and some parking permits have been increased generally in line with inflation in the costs of providing the respective services. Most parking charges do not fully recover the cost of providing the service. For example parking permits, season tickets and residential parking scheme charges are provided a substantial discounts of up to 60%.

### **Markets –**

When reviewing the fees and charges for the Markets and Street Trading services the current economic conditions have been considered, along with the changing needs of the service. There is currently no plan to increase the existing fees at present, however, as the ‘Entertainments Area’ has been

redesigned and consequently both the pitch numbering and charges have now changed as the sizes etc are now different.

### **Other Fees & Charges -**

Other fees and charges in the attached are based on either officer's time, materials and production costs or a combination thereof. A few other charges are based on the charge from a third party supplier.

### **1.6 Financial implications**

The implications of increasing charges in areas where there is competition is always difficult to anticipate. Theoretically it will increase income but at the same time there is also the risk that more customers will use a competitor and therefore the increase will be cancelled out or at worse lead to decreased demand and a reduction in income.

### **1.7 Specific new charges proposed (if required)**

Some new parking permit charges have been introduced to correspond with similar charges in neighbouring authorities and reflect the cost of providing these services.

As the West Bromwich Town Centre 'Entertainments Area' has been redesigned and consequently both the pitch numbering and charges have now changed a 'new' schedule of fees has been introduced which cannot be directly compared with the fees charged in the previous year.

### **1.8 Specific charges ceased (if required)**

Not applicable.

### **1.9 Equality Impact Assessment**

There are no adverse equality impacts of the proposals. Any changes to fees proposed and those fees charged will apply equally to all sections of the community.

Provisions, however, already exist to waive or reduce fees in relation to works for the benefit of a person with a disability.

## 2.0 Fees and Charges table

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Building Control</b>						
<b>TABLE A - STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING</b>						
Table A Category 1 - Number of dwellings: 1						
Plan Charge	£200		0.00	200.00		Yes
Inspection Charge	£300		0.00	300.00		Yes
Building Notice Charge +20%	£6,000		0.00	6,000.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£810.00		0.00	810.00		Yes
Table A Category 2 - Number of dwellings: 2						
Plan Charge	£225		0.00	225.00		Yes
Inspection Charge	£450		0.00	450.00		Yes
Building Notice Charge +20%	£810		0.00	810.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£1,093.50		0.00	1,093.50		Yes
Table A Category 3 - Number of dwellings: 3						
Plan Charge	£300		0.00	300.00		Yes
Inspection Charge	£600		0.00	600.00		Yes
Building Notice Charge +20%	£1,080		0.00	1,080.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£1,458.00		0.00	1,458.00		Yes
Table A Category 4 - Number of dwellings: 4						
Plan Charge	£375		0.00	375.00		Yes
Inspection Charge	£650		0.00	650.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Building Notice Charge +20%	£1,230		0.00	1,230.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£1,660.50		0.00	1,660.50		Yes
<b>Table A Category 5 - Number of dwellings: 5</b>						
Plan Charge	£450		0.00	450.00		Yes
Inspection Charge	£700		0.00	700.00		Yes
Building Notice Charge +20%	£1,380		0.00	1,380.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£1,863.00		0.00	1,863.00		Yes
<b>Table A Category 6 - Number of dwellings: 6</b>						
Plan Charge	£500		0.00	500.00		Yes
Inspection Charge	£775		0.00	775.00		Yes
Building Notice Charge +20%	£1,530		0.00	1,530.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£2,065.50		0.00	2,065.50		Yes
<b>Table A Category 7 - Number of dwellings: 7</b>						
Plan Charge	£525		0.00	525.00		Yes
Inspection Charge	£900		0.00	900.00		Yes
Building Notice Charge +20%	£1,770		0.00	1,770.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£2,389.50		0.00	2,389.50		Yes
<b>Table A Category 8 - Number of dwellings: 8</b>						
Plan Charge	£550		0.00	550.00		Yes
Inspection Charge	£1,025		0.00	1,025.00		Yes
Building Notice Charge +20%	£1,890		0.00	1,890.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£2,551.50		0.00	2,551.50		Yes
<b>Table A Category 9 - Number of dwellings: 9</b>						
Plan Charge	£575		0.00	575.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Inspection Charge	£1,150		0.00	1,150.00		Yes
Building Notice Charge +20%	£2,070		0.00	2,070.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£2,794.50		0.00	2,794.50		Yes
<b>Table A Category 10 - Number of dwellings: 10</b>						
Plan Charge	£590		0.00	590.00		Yes
Inspection Charge	£1,275		0.00	1,275.00		Yes
Building Notice Charge +20%	£2,238		0.00	2,238.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£3,021.30		0.00	3,021.30		Yes
<b>Table A Category 4 - Number of dwellings: 4</b>						
Plan Charge	£600		0.00	600.00		Yes
Inspection Charge	£1,400		0.00	1,400.00		Yes
Building Notice Charge +20%	£2,400		0.00	2,400.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£3,240.00		0.00	3,240.00		Yes
<b>Table A Category 12 - Number of dwellings: 12</b>						
Plan Charge	£605		0.00	605.00		Yes
Inspection Charge	£1,500		0.00	1,500.00		Yes
Building Notice Charge +20%	£2,526		0.00	2,526.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£3,410.10		0.00	3,410.10		Yes
<b>Table A Category 13 - Number of dwellings: 13</b>						
Plan Charge	£610		0.00	610.00		Yes
Inspection Charge	£1,600		0.00	1,600.00		Yes
Building Notice Charge +20%	£2,652		0.00	2,652.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£3,580.20		0.00	3,580.20		Yes
<b>Table A Category 14 - Number of dwellings: 14</b>						
Plan Charge	£615		0.00	615.00		Yes

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Inspection Charge	£1,700		0.00	1,700.00		Yes
Building Notice Charge +20%	£2,778		0.00	2,778.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£3,750.30		0.00	3,750.30		Yes
<b>Table A Category 15 - Number of dwellings: 15</b>						
Plan Charge	£620		0.00	620.00		Yes
Inspection Charge	£1,800		0.00	1,800.00		Yes
Building Notice Charge +20%	£2,904		0.00	2,904.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£3,920.40		0.00	3,920.40		Yes
<b>Table A Category 16 - Number of dwellings: 16</b>						
Plan Charge	£625		0.00	625.00		Yes
Inspection Charge	£1,900		0.00	1,900.00		Yes
Building Notice Charge +20%	£3,030		0.00	3,030.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£4,090.50		0.00	4,090.50		Yes
<b>Table A Category 17 - Number of dwellings: 17</b>						
Plan Charge	£630		0.00	630.00		Yes
Inspection Charge	£2,000		0.00	2,000.00		Yes
Building Notice Charge +20%	£3,156		0.00	3,156.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£4,260.60		0.00	4,260.60		Yes
<b>Table A Category 18 - Number of dwellings: 18</b>						
Plan Charge	£635		0.00	635.00		Yes
Inspection Charge	£2,100		0.00	2,100.00		Yes
Building Notice Charge +20%	£3,282		0.00	3,282.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£4,430.70		0.00	4,430.70		Yes
<b>Table A Category 19 - Number of dwellings: 19</b>						
Plan Charge	£640		0.00	640.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Inspection Charge	£2,200		0.00	2,200.00		Yes
Building Notice Charge +20%	£3,408		0.00	3,408.00		Yes
Regularisation Charge (does not include electrical inspection & test)	£4,600.80		0.00	4,600.80		Yes
<b>Table A Category 20 - Number of dwellings - 20 and more, or if the floor area of a dwelling exceeds 300m2</b>						
the charge is individually assessed	as per assessment			as per assessment		Yes
<b>TABLE B - Domestic Extensions to a Single Building</b>						
<b>Table B Category 1 - Single storey Extensions, less than 10m2</b>						
Plan charge	£125	10.00	12.50	137.50		Yes
Inspection charge	£150	10.00	15.00	165.00		Yes
Building Notice	£330	10.00	33.00	363.00		Yes
Regularisation	£446	10.00	44.55	490.05		Yes
<b>Table B Category 2 - Single storey extension greater than 10m2but less than 40m2</b>						
Plan charge	£175	10.00	17.50	192.50		Yes
Inspection charge	£200	10.00	20.00	220.00		Yes
Building Notice	£450	10.00	45.00	495.00		Yes
Regularisation	£608	10.00	60.75	668.25		Yes
<b>Table B Category 3 - Single storey extension greater than 40m2 but less than 100m2</b>						
Plan charge	£225	10.00	22.50	247.50		Yes
Inspection charge	£275	10.00	27.50	302.50		Yes
Building Notice	£600	10.00	60.00	660.00		Yes
Regularisation	£810	10.00	81.00	891.00		Yes
<b>Table B Category 4 - Two storey extension not exceeding 40m2</b>						
Plan charge	£200	10.00	20.00	220.00		Yes
Inspection charge	£225	10.00	22.50	247.50		Yes
Building Notice	£510	10.00	51.00	561.00		Yes



Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Regularisation	£689	10.00	68.85	757.35		Yes
<b>Table B Category 5 - Two storey extension greater than 40m2 but less than 200m2</b>						
Plan charge	£250	10.00	25.00	275.00		Yes
Inspection charge	£300	10.00	30.00	330.00		Yes
Building Notice	£660	10.00	66.00	726.00		Yes
Regularisation	£891	10.00	89.10	980.10		Yes
<b>Table B Category 6 - Loft conversion floor area not exceeding 50m2</b>						
Plan charge	£200	10.00	20.00	220.00		Yes
Inspection charge	£150	10.00	15.00	165.00		Yes
Building Notice	£420	10.00	42.00	462.00		Yes
Regularisation	£567	10.00	56.70	623.70		Yes
<b>Table Garage - Domestic Garages and Carports</b>						
<b>Table Garage Category 7 - Non-exempt detached garage or carport up to 100m2</b>						
Plan charge	£150	10.00	15.00	165.00		Yes
Inspection charge	Covered in plan charge					Yes
Building Notice	£180	10.00	18.00	198.00		Yes
Regularisation	£243	10.00	24.30	267.30		Yes
<b>Table Garage Category 8 - Non-exempt attached single storey garage or carport up to 100m2</b>						
Plan charge	£125	10.00	12.50	137.50		Yes
Inspection charge	£125	10.00	12.50	137.50		Yes
Building Notice	£300	10.00	30.00	330.00		Yes
Regularisation	£405	10.00	40.50	445.50		Yes
<b>Table Garage Category 9 - Conversion of a garage to habitable use</b>						
Plan charge	£100	10.00	10.00	110.00		Yes
Inspection charge	£125	10.00	12.50	137.50		Yes
Building Notice	£270	10.00	27.00	297.00		Yes
Regularisation	£365	10.00	36.45	400.95		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>TABLE C - Alterations to a Single Domestic Building</b>						
Table C Category 1 - Installation of a controlled fitting , i.e. installation of a bathroom, or of a wc, shower, bath or sink						
Plan charge (FP)	£150	10.00	15.00	165.00		Yes
Inspection charge	covered in plan charge			covered in plan charge		Yes
Building notice charge (N)	£180	10.00	18.00	198.00		Yes
50% reduction if carried out at same time as an extension (FP)	£75.00	10.00	7.50	82.50		Yes
50% reduction if carried out at same time as an extension (N)	£90.00	10.00	9.00	99.00		Yes
Regularisation charge	£243	10.00	24.30	267.30		Yes
Table C Category 2. a - Foundation underpinning of main house						
Plan charge (FP)	£150	10.00	15.00	165.00		Yes
Inspection charge	£200	10.00	20.00	220.00		Yes
Building notice charge (N)	£420	10.00	42.00	462.00		Yes
50% reduction if carried out at same time as an extension (FP)	£175	10.00	17.50	192.50		Yes
50% reduction if carried out at same time as an extension (N)	£210	10.00	21.00	231.00		Yes
Regularisation charge	£567	10.00	56.70	623.70		Yes
Table C Category 2.b - Foundation underpinning of wing building						
Plan charge (FP)	£100	10.00	10.00	110.00		Yes
Inspection charge	£100	10.00	10.00	110.00		Yes
Building notice charge (N)	£220	10.00	22.00	242.00		Yes
50% reduction if carried out at same time as an extension (FP)	£100	10.00	10.00	110.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
50% reduction if carried out at same time as an extension (N)	£110	10.00	11.00	121.00		Yes
Regularisation charge	£297	10.00	29.70	326.70		Yes
<b>Table C Category 3 - Internal alterations to layout or structural alterations , that are not ancillary to an extension</b>						
Plan charge (FP)	£100	10.00	10.00	110.00		Yes
Inspection charge	£100	10.00	10.00	110.00		Yes
Building notice charge (N)	£220	10.00	22.00	242.00		Yes
50% reduction if carried out at same time as an extension (FP)	£100	10.00	10.00	110.00		Yes
50% reduction if carried out at same time as an extension (N)	£110	10.00	11.00	121.00		Yes
Regularisation charge	£297	10.00	29.70	326.70		Yes
<b>Table C Category 4. a - Replacement or renovation of a thermal element to a single dwelling, i.e. new ground floor or floor exposed to the elements, external cladding or rendering, new internal linings to external walls</b>						
Plan charge (FP)	£150	10.00	15.00	165.00		Yes
Inspection charge	covered in plan charge			covered in plan charge		Yes
Building notice charge (N)	£180	10.00	18.00	198.00		Yes
50% reduction if carried out at same time as an extension (FP)	£75.00	10.00	7.50	82.50		Yes
50% reduction if carried out at same time as an extension (N)	£90.00	10.00	9.00	99.00		Yes
Regularisation charge	£243	10.00	24.30	267.30		Yes
<b>Table C Category 4. b - Reroofing of main house</b>						
Plan charge (FP)	£65	10.00	6.50	71.50		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Inspection charge	£65	10.00	6.50	71.50		Yes
Building notice charge (N)	£150	10.00	15.00	165.00		Yes
50% reduction if carried out at same time as an extension (FP)	£65.00	10.00	6.50	71.50		Yes
50% reduction if carried out at same time as an extension (N)	£75.00	10.00	7.50	82.50		Yes
Regularisation charge	£203	10.00	20.25	222.75		Yes
<b>Table C Category 4. c - Reroofing of wing building/extension</b>						
Plan charge (FP)	£95	10.00	9.50	104.50		Yes
Inspection charge	covered in plan charge			covered in plan charge		Yes
Building notice charge (N)	£114	10.00	11.40	125.40		Yes
50% reduction if carried out at same time as an extension (FP)	£47.50	10.00	4.75	52.25		Yes
50% reduction if carried out at same time as an extension (N)	£57.00	10.00	5.70	62.70		Yes
Regularisation charge	£154	10.00	15.39	169.29		Yes
<b>Table Electric - Electrical Installations, inspection and test</b>						
<b>Table Electric Category 1 - Certification of electrical works by non-registered but suitably qualified competent persons</b>						
Building Notice	£65	10.00	6.50	71.50		Yes
Regularisation charge	£88	10.00	8.78	96.53		Yes
<b>Table Electric Category 2 - New house or rewire of existing</b>						
Building Notice	£200	10.00	20.00	220.00		Yes
Regularisation charge	£270	10.00	27.00	297.00		Yes
<b>Table Electric Category 3 - Extension, new consumer unit or other notifiable work</b>						
Building Notice	£125	10.00	12.50	137.50		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Regularisation charge	£169	10.00	16.88	185.63		Yes
<b>Table Window - Window and Door Replacement</b>						
Table Window Category 1 - Up to 10 frames						
Plan charge (FP)	£75	10.00	7.50	82.50		Yes
Inspection charge	Covered in plan charge			Covered in plan charge		Yes
Building notice charge (N)	£75	10.00	7.50	82.50		Yes
50% reduction if carried out at same time as an extension	£37.50	10.00	3.75	41.25		Yes
Regularisation charge	£101	10.00	10.13	111.38		Yes
Table Window Category 2 - Over 10 frames						
Plan charge (FP)	£100	10.00	10.00	110.00		Yes
Inspection charge	Covered in plan charge			Covered in plan charge		Yes
Building notice charge (N)	£100	10.00	10.00	110.00		Yes
50% reduction if carried out at same time as an extension	£50	10.00	5.00	55.00		Yes
Regularisation charge	£135	10.00	13.50	148.50		Yes
<b>TABLE D - ALL OTHER NON-DOMESTIC WORK &amp; NEW BUILD - including Non-domestic extensions and new build up to 200m2 (Use of buildings excluding industrial and storage buildings)</b>						
Table D Category 1 - Floor area not exceeding 10m2						
Plan charge (FP)	£175		0.00	175.00		Yes
Inspection charge	£250		0.00	250.00		Yes
Regularisation charge	£574		0.00	573.75		Yes
Table D Category 2 - Floor area greater than 10m2 but less than						

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
40m2						
Plan charge (FP)	£250		0.00	250.00		Yes
Inspection charge	£350		0.00	350.00		Yes
Regularisation charge	£810		0.00	810.00		Yes
<b>Table D Category 3 - Floor area greater than 40m2 but less than 100m2</b>						
Plan charge (FP)	£350		0.00	350.00		Yes
Inspection charge	£450		0.00	450.00		Yes
Regularisation charge	£1,080		0.00	1,080.00		Yes
<b>Table D Category 4 - Floor area greater than 100m2 but less than 200m2</b>						
Plan charge (FP)	£500		0.00	500.00		Yes
Inspection charge	£600		0.00	600.00		Yes
Regularisation charge	£1,485		0.00	1,485.00		Yes
<b>Table Industrial - Use for Industrial and storage Purposes</b>						
<b>Table Industrial Category 1 - Floor area not exceeding 10m2</b>						
Plan charge (FP)	£150		0.00	150.00		Yes
Inspection charge	£150		0.00	150.00		Yes
Regularisation charge	£405		0.00	405.00		Yes
<b>Table Industrial Category 2 - Floor area greater than 10m2 but less than 40m2</b>						
Plan charge (FP)	£250		0.00	250.00		Yes
Inspection charge	£250		0.00	250.00		Yes
Regularisation charge	£675		0.00	675.00		Yes
<b>Table Industrial Category 3 - Floor area greater than 40m2 but less than 100m2</b>						
Plan charge (FP)	£300		0.00	300.00		Yes
Inspection charge	£300		0.00	300.00		Yes
Regularisation charge	£810		0.00	810.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Table Industrial Category 4 - Floor area greater than 100m2 but less than 200m2						
Plan charge (FP)	£400		0.00	400.00		Yes
Inspection charge	£400		0.00	400.00		Yes
Regularisation charge	£1,080		0.00	1,080.00		Yes
<b>TABLE E - ALL OTHER NON-DOMESTIC WORK</b>						
Category 1a - Window replacements , Fixed price - Installation of up to 10 frames						
Plan charge	£100		0.00	100.00		Yes
Inspection charge	Covered in plan charge			Covered in plan charge		Yes
Regularisation charge	£135		0.00	135.00		Yes
Category 1b - Window replacements , Fixed price - Installation of up to 20 frames						
Plan charge	£150		0.00	150.00		Yes
Inspection charge	Covered in plan charge			Covered in plan charge		Yes
Regularisation charge	£203		0.00	202.50		Yes
Category 2a - Renovation of thermal element - Estimated cost less than £50,000						
Plan charge	£150		0.00	150.00		Yes
Inspection charge	Covered in plan charge			Covered in plan charge		Yes
Regularisation charge	£203		0.00	202.50		Yes
Category 2b - Renovation of thermal element - Estimated cost between £50,001-£100,000						
Plan charge	£150		0.00	150.00		Yes
Inspection charge	£125		0.00	125.00		Yes
Regularisation charge	£371		0.00	371.25		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Category 3 - Installation of mezzanine storage platform up to 500m2, Fixed price						
Plan charge	£350		0.00	350.00		Yes
Inspection charge	£200		0.00	200.00		Yes
Regularisation charge	£743		0.00	742.50		Yes
Category 4a - Office or shop fit out, Fixed price- Floor area up to 200m2						
Plan charge	£150		0.00	150.00		Yes
Inspection charge	£150		0.00	150.00		Yes
Regularisation charge	£405		0.00	405.00		Yes
Category 4b - Office or shop fit out, Floor area between 200-1000m2						
Plan charge	£250		0.00	250.00		Yes
Inspection charge	£250		0.00	250.00		Yes
Regularisation charge	£675		0.00	675.00		Yes
Category 5a - Alterations not described elsewhere, Fixed price Estimated cost less than £5,000						
Plan charge	£100		0.00	100.00		Yes
Inspection charge	£100		0.00	100.00		Yes
Regularisation charge	£270		0.00	270.00		Yes
Category 5b - Alterations not described elsewhere, Fixed price Estimated cost £5001-£25,000						
Plan charge	£150		0.00	150.00		Yes
Inspection charge	£200		0.00	200.00		Yes
Regularisation charge	£473		0.00	472.50		Yes
Category 5c - Alterations not described elsewhere, Fixed price Estimated cost £25,001-£50,000						
Plan charge	£250		0.00	250.00		Yes
Inspection charge	£300		0.00	300.00		Yes
Regularisation charge	£743		0.00	742.50		Yes
Category 5d - Alterations not described elsewhere, Fixed price Estimated cost £50,001-£75,000						



Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Plan charge	£350		0.00	350.00		Yes
Inspection charge	£350		0.00	350.00		Yes
Regularisation charge	£945		0.00	945.00		Yes
<b>Category 5e - Alterations not described elsewhere, Fixed price Estimated cost £75,001-£100,000</b>						
Plan charge	£400		0.00	400.00		Yes
Inspection charge	£450		0.00	450.00		Yes
Regularisation charge	£1,148		0.00	1,147.50		Yes
<b>Planning</b>						
<b>Category I - Development Type : Operation</b>						
<b>Category 1a - The erection of dwellinghouses (other than development within category 6 below). Where the application is for outline planning permission</b>						
fees per 0.1 hectare and the site area does not exceed 2.5 hectares,	£385.00		0.00	385.00		Yes
standard fees for site area exceeds 2.5 hectares,	£9,527.00		0.00	9,527.00		Yes
additional fees per 0.1 hectare for sites in excess of 2.5 hectares, subject to a maximum in total of £125,000.	£115.00		0.00	115.00		Yes
<b>Category 1b - The erection of dwellinghouses (other than development within category 6 below). Where the application is <b>not</b> for outline planning permission</b>						

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
fees for each dwelling house, where the number of dwellinghouses to be created by the development is 50 or fewer, ;	£385		0.00	385.00		Yes
standard fee for the development exceeding 50 dwellings, £19,049, .	£19,049		0.00	19,049.00		Yes
additional fees for each dwelling house where the number of dwellinghouses to be created by the development exceeds 50, subject to a maximum in total of £250,000.	£115.00		0.00	115.00		Yes
Category 2a - The erection of buildings (other than buildings in categories 1, 3, 4, 5 or 7). Where the application is for outline planning permission						
fees per 0.1 hectare and the site area does not exceed 2.5 hectares,	£385.00		0.00	385.00		Yes
standard fees for site area exceeds 2.5 hectares,	£9,527.00		0.00	9,527.00		Yes
additional fees per 0.1 hectare for sites in excess of 2.5 hectares, subject to a maximum in total of £125,000.	£115.00		0.00	115.00		Yes
Category 2b - The erection of buildings (other than buildings in categories 1, 3, 4, 5 or 7). Where the application is <b>NOT</b> for outline planning permission						

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
where no floor space is to be created by the development,	£195		0.00	195.00		Yes
where the area of gross floor space to be created by the development does not exceed 40 square metres,	£195		0.00	195.00		Yes
where the area of the gross floor space to be created by the development exceeds 40 square metres, but does not exceed 75 square metres,	£385		0.00	385.00		Yes
fees for each 75 square metres of that area, where the area of the gross floor space to be created by the development exceeds 75 square metres, but does not exceed 3750 square metres, ;	£385		0.00	385.00		Yes
Standard fees where the area of gross floor space to be created by the development exceeds 3750 square metres,	£19,049		0.00	19,049.00		Yes
additional fees for each 75 square metres in excess of 3750 square metres, subject to a maximum in total of £250,000.where the area of gross floor space to be created by the development exceeds 3750 square metres,	£115.00		0.00	115.00		Yes
Category 3a - The erection, on land used for the purposes of agriculture, of buildings to be used for agricultural purposes (other than buildings in category 4). Where the application is for outline planning permission						

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
fees per 0.1 hectare and the site area does not exceed 2.5 hectares,	£385.00		0.00	385.00		Yes
standard fees for site area exceeds 2.5 hectares,	£9,527.00		0.00	9,527.00		Yes
additional fees per 0.1 hectare for sites in excess of 2.5 hectares, subject to a maximum in total of £125,000.	£115.00		0.00	115.00		Yes
Category 3b- The erection, on land used for the purposes of agriculture, of buildings to be used for agricultural purposes (other than buildings in category 4). Where the application is NOT for outline planning permission						
fees where the area of gross floor space to be created by the development does not exceed 465 square metres,	£80		0.00	80.00		Yes
Fees where the area of gross floor space to be created by the development exceeds 465 square metres but does not exceed 540 square metres,	£385		0.00	385.00		Yes
Standard fees for the first 540 square metres, where the area of the gross floor space to be created by the development exceeds 540 square metres but does not exceed 4215 square metres,	£385		0.00	385.00		Yes
additional fees for each 75 square metres in excess of 540 square metres, where the area of the gross floor space to be created by the development exceeds 540 square metres but does not exceed 4215 square metres,	£385		0.00	385.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Standard fees , where the area of gross floor space to be created by the development exceeds 4215 square metres,	£19,049		0.00	19,049.00		Yes
additional fees for or each 75 square metres in excess of 4215 square metres, subject to a maximum in total of £250,000, where the area of gross floor space to be created by the development exceeds 4215 square metres,	115		0.00	115.00		Yes
Category 4 - Application for approval of reserved matters following outline approval.						
Full fee due or if full fee already paid then £385.00 due.	£385		0.00	385.00		Yes
Category 5 - The erection of glasshouses on land used for the purposes of agriculture.						
Where the gross floor space to be created by the development does not exceed 465 square metres,	£80		0.00	80.00		Yes
Where the gross floor space to be created by the development exceeds 465 square metres,	£2,150		0.00	2,150.00		Yes
Category 6 - The erection, alteration or replacement of plant or machinery.						
fees for each 0.1 hectare of the site area, where the site area does not exceed 5 hectares	£385		0.00	385.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Standard fees , where the site area exceeds 5 hectares, ,	£19,049.00		0.00	19,049.00		Yes
additional fees for each 0.1 hectare in excess of 5 hectares, subject to a maximum in total of £250,000.	£115		0.00	115.00		Yes
<b>Category 7 - The enlargement, improvement or other alteration of existing dwellinghouses.</b>						
Where the application relates to one dwelling house,	£172		0.00	172.00		Yes
Where the application relates to 2 or more dwellinghouses,	£339		0.00	339.00		Yes
<b>Category 8 - Miscellaneous</b>						
The carrying out of operations (including the erection of a building) within the curtilage of an existing dwelling house, for purposes ancillary to the enjoyment of the dwelling house as such, or the erection or construction of gates, fences, walls or other means of enclosure along a boundary of the curtilage of an existing dwelling house; or	£172		0.00	172.00		Yes
The construction of car parks, service roads and other means of access on land used for the purposes of a single undertaking, where the development is required for a purpose incidental to the existing use of the land.	£195		0.00	195.00		Yes
<b>Category 9 - The carrying out of any operations connected with exploratory drilling for oil or natural gas.</b>						

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
fees for each 0.1 hectares of the site area, where the site area does not exceed 7.5 hectares	£385		0.00	385.00		Yes
Standard fee where the site area exceeds 7.5 hectares, subject to a maximum in total of £250,000.	£28,750		0.00	28,750.00		Yes
additional fees for each 0.1 hectare in excess of 7.5 hectares, subject to a maximum in total of £250,000, where the site area exceeds 7.5 hectares,	£115		0.00	115.00		Yes
Category 10 - The carrying out of any operations not coming within any of the above categories.						
Category 10a - In the case of operations for the winning and working of minerals –						
fees for each 0.1 hectare of the site area, where the site area does not exceed 15 hectares,	£195		0.00	195.00		Yes
Standard fees where the site area exceeds 15 hectares,	£29,112.00		0.00	29,112.00		Yes
additional fees for each 0.1 hectare in excess of 15 hectares, subject to a maximum in total of £65,000;	£115		0.00	115.00		Yes
Category 10b - In any other case						
Fees for each 0.1 hectare of the site area, subject to a maximum of £1,690.00.	£195		0.00	195.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
<b>Category II - Development Type : Uses of Land</b>						
The change of use of a building to use as one or more separate dwellinghouses.						
Where the change of use is from a previous use as a single dwelling house to use as two or more single dwellinghouses –						
fees for each additional dwelling house; where the change of use is to use as 50 or fewer dwellinghouses,	£385		0.00	385.00		Yes
Standard fees where the change of use is to use as more than 50 dwellinghouses	£19,049		0.00	19,049.00		Yes
additional fees for each dwelling house in excess of 50 dwellinghouses, subject to a maximum in total of £250,000.	£115		0.00	115.00		Yes
<b>Category 11b - In all other cases</b>						
Fees	£385		0.00	385.00		Yes
<b>Category 12 - The use of land for the a) disposal of refuse or waste materials; b) the deposit of material remaining after minerals have been extracted from land; or c) the storage of minerals in the open.</b>						
fees for each 0.1 hectare of the site area; where the site area does not exceed 15 hectares,	£195		0.00	195.00		Yes
Standard fee where the site area exceeds 15 hectares	£29,112		0.00	29,112.00		Yes



Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
additional fees for each 0.1 hectare in excess of 15 hectares, subject to a maximum in total of £65,000.	£115		0.00	115.00		Yes
Category 13 - The making of a material change in the use of a building or land (other than a material change of use in category 11, 12(a), (b) or (c).						
Fees	£385		0.00	385.00		Yes
<b>Category II - Development Type : Advertisements</b>						
Category 14 - Advertisements displayed externally on business premises, on the forecourt of business premises or other land within the curtilage of business premises, wholly with reference to all or any of the following matters –						
Matters as follow: a) the nature of the business or other activity carried on the premises; b) the goods sold or the services provided on the premises; or c) the name and qualifications of the person carrying on such business or activity or supplying such goods or services.	£110		0.00	110.00		Yes
Category 15 - Advertisements for the purpose of directing members of the public to, or otherwise drawing attention to the existence of, business premises which are in the same locality as the site on which the advertisement is to be displayed but which are not visible from that site.	£110		0.00	110.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
All other advertisements.	£385		0.00	385.00		Yes
<b>Category 17 - Determinations, Whether the prior approval of the Council is required for -</b>						
Agriculture/forestry buildings or private ways;	£80		0.00	80.00		Yes
Demolition of building only (where no other development is taking place);	£80		0.00	80.00		Yes
Part 24 (development by telecommunications code system operators);	£385		0.00	385.00		Yes
Part 3 (Classes J, K & M);	£80		0.00	80.00		Yes
Other Permission						
<b>Category 18a - Variation of condition(s).</b>						
Removal or variation of condition(s) on a planning permission	£195.00		0.00	195.00		Yes
<b>Category 18b - Request for confirmation that one or more planning conditions have been complied with.</b>						
Fees per request for Householder	£28.00		0.00	28.00		Yes
Fees per request otherwise .	£97		0.00	97.00		Yes
<b>Category 18c - Renewal of an expired (or about to expire without a start having been made) planning permission; New application and appropriate fee.</b>						
Applications in respect of : major developments	£575.00		0.00	575.00		Yes
Applications in respect of : householder developments	£57.00		0.00	57.00		Yes
Applications in respect of : other developments	£195.00		0.00	195.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Category 18d - A Non-material Amendment following a Grant of Planning Permission						
Applications in respect of householder developments	£28.00		0.00	28.00		Yes
Applications in respect of other developments	£195.00		0.00	195.00		Yes
<b>Lawful Development Certificate</b>						
Application for an existing use of land or operational development; The same fee as for an equivalent planning application.	as specified			as specified		Yes
Failure to comply with conditions; £195.	£195.00		0.00	195.00		Yes
Application for proposed use of building(s) or operations over or under land; Half fee of equivalent application.	as specified			as specified		Yes
<b>Category Concession - EXEMPTIONS FROM PAYMENT</b>						
<b>PROPERTY SEARCHES &amp; ASSOCIATED LAND CHARGES SERVICES</b>						
<b>Standard Charges</b>						
LLC1 - Residential	£15	0.00	0.00	15.00		Yes
Additional parcels	£2	0.00	0.00	2.00		Yes
LLC1 - Commercial	£15	0.00	0.00	15.00		Yes
Additional parcels	£2	0.00	0.00	2.00		Yes
Con29(R) - Residential	£84	0.00	0.00	84.00		Yes
Additional parcels	£18	0.00	0.00	18.00		Yes
Con29(R) - Commercial	£161	0.00	0.00	161.00		Yes
Additional parcels (to an additional maximum of £300)	£18.00	0.00	0.00	18.00		Yes
TOTAL - Residential (i.e. for a 'Full' Local Authority Search)	£99.00	0.00	0.00	99.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
TOTAL - Commercial (i.e. for a 'Full' Local Authority Search)	£176.00	0.00	0.00	176.00		Yes
One refresh of a Full Local Authority official Council Search Free of charge, up to 6 months from its date. 10% discount for requests submitted to and supplied electronically.	-10%	0.00	0.00	-0.10		Yes
Set of Compiled data to complete a Con29(R)	£78.00	0.00	0.00	78.00		Yes
Set of Compiled data to complete a Con29(R) except that Publicly available	£64.00	0.00	0.00	64.00		Yes
Con29(O) Enquiry 4	£30	0.00	0.00	30.00		Yes
Con29(O) Enquiries 5-22	£10	0.00	0.00	10.00		Yes
Planning Site Histories : Standard charge for the first hour (or part), Charges relate per property, if on an industrial estate, then per unit, if open land then per plot	£20.00	50.00	10.00	30.00		Yes
Planning Site Histories : addition fee for every hour (or part) thereafter of standard charge. Charges relate per property, if on an industrial estate, then per unit, if open land then per plot	£10.00	50.00	5.00	15.00		Yes
Planning Decision Notices - Fee per Decision Notice	£2.00	0.00	0.00	2.00		Yes
Building Regulations – Supply of Approvals/Completion Certificates - Fee per Approval/Certificate	£5.00	100.00	5.00	10.00		Yes
Supply copy of Section 38 & 104 Agreements	£30.00	66.67	20.00	50.00		Yes
Supply copy of Section 106 Agreements	£30.00	66.67	20.00	50.00		Yes
Supply copy of Tree Preservation Order	£15.00		0.00	15.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Supply copy of Combined Drainage Agreement	£15.00		0.00	15.00		Yes
<b>MISCELLANEOUS SERVICES &amp; DOCUMENTS NOT CONTAINED IN THE CURRENT PUBLICATION SCHEME</b>						
Plain paper copying to Paper - A4	£0.10		0.00	0.10		No
Plain paper copying to Paper - A3	£0.47		0.00	0.47		No
Plain paper copying to Paper - A2	£1.43		0.00	1.43		No
Plain paper copying to Paper - A1	£1.81		0.00	1.81		No
Plain paper copying to Paper - A0	£2.87		0.00	2.87		No
* Colour Copy A4 or A3 per side – additional fee	£0.30		0.00	0.30		No
Lamination - A4	£3		0.00	2.73		No
Lamination - A3	£4		0.00	4.41		No
Lamination - A2	£5		0.00	5.08		No
Lamination - A1	£8		0.00	8.06		No
Binding - 8mm-12mm	£1		0.00	0.72		No
Binding - 14mm-19mm	£1		0.00	1.42		No
Binding - 22mm-28mm	£2		0.00	2.07		No
Binding - A4 Acetate Sheets	£0		0.00	0.33		No
Binding - A4 Clear Pockets	£1		0.00	0.58		No
Microfilm Enlargements - A4	£3		0.00	2.72		No
Microfilm Enlargements - A3	£4		0.00	4.03		No
Microfilm Enlargements - A2	£5		0.00	5.32		No
Microfilm Enlargements - A1	£8		0.00	7.93		No
Microfilm Enlargements - A0	£11		0.00	10.52		No
Plotter Prints - A4	£1		0.00	1.03		No
Plotter Prints - A3	£2		0.00	2.06		No
Plotter Prints - A2	£4		0.00	4.12		No
Plotter Prints - A1	£6		0.00	6.18		No
Plotter Prints - A0	£10		0.00	10.30		No
Reduction to A4 from A2	£1		0.00	0.72		No

<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Reduction to A4 from A1	£1		0.00	1.42		No
Reduction to A4 from A0	£3		0.00	2.72		No
Ordnance Survey Block Plans (Location Plan) - fee per sheet of 10 copies	£22.00		0.00	22.00		No
Ordnance Survey Block Plans (Location Plan) - fee per set of 3 copies (only for solicitors undertaking search enquiries)	£15.00		0.00	15.00		No
Sandwell Street Map	£7		0.00	6.50		No
A-Z Index for Street Map	£6		0.00	5.50		No
Written responses to Planning Permitted Development Enquiries or Requests for information from householders	£25.00		0.00	25.00		Yes
Written responses to Planning Permitted Development Enquiries or Requests for information from Solicitors, Developers or Professional Agents	£50.00		0.00	50.00		Yes
Written responses to Building Control Enquiries or Requests for information from householders	£25.00		0.00	25.00		Yes
Written responses to Building Control Enquiries or Requests for information from Solicitors, Developers or Professional Agents	£50.00		0.00	50.00		Yes
Written responses to Planning & Building Control 'Permitted Development' Enquiries or Requests for information from householders	£35.00		0.00	35.00		Yes

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Written responses to Planning & Building Control 'Permitted Development' 'Permitted Development Enquiries or Requests for information from Solicitors, Developers or Professional Agents	£70.00		0.00	70.00		Yes
<b>Market Fees</b>						
<b>New Market - Standard Fees Standard Small Stall</b>						
Fee if settled by 15 <sup>th</sup> day of month	£71.95		0.00	71.95		
Fee if settled by 15 <sup>th</sup> of following month (1 month in arrears)	£74.10		0.00	74.10		
Fee if not settled by 15 <sup>th</sup> of following month (2+ months in arrears)	£75.60		0.00	75.60		
<b>New Market Standard Fees - Standard Large Stall</b>						
Fee if settled by 15 <sup>th</sup> day of month	£146.40		0.00	146.40		
Fee if settled by 15 <sup>th</sup> of following month (1 month in arrears)	£150.80		0.00	150.80		
Fee if not settled by 15 <sup>th</sup> of following month (2+ months in arrears)	£153.80		0.00	153.80		
<b>New Market - miscellaneous fees</b>						
Fee per week for occupancy of additional new market hall stall on a temporary weekly basis by existing new market hall trader (to sell the same line as on existing stall)	£25		0.00	25.00		

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Concessionary discount off standard fee - Fee for occupancy of new market hall stall on a temporary weekly basis by registered charity	50%		0.00	0.50		
Maximum kit out time of 4 weeks for new traders occupying stalls within the new market hall subject to the manager's discretion	Free of Charge			Free of Charge		
Use of vacant stalls within new market hall for charitable or arts based purposes if deemed to be in the interest of the market by the markets manager	Free of Charge			Free of Charge		
<b>New Market - Standard Pitch</b>						
Yearly (payable quarterly in 4 installments)	£78.80		0.00	78.80		
<b>WEST BROMWICH OPEN MARKET - Casual Traders (daily charge including parking fee of £1.60)</b>						
Monday	£13		0.00	13.35		
Tuesday / Thursday	£19		0.00	18.90		
Wednesday / Friday	£20		0.00	20.30		
Saturday	£28		0.00	28.00		
<b>WEST BROMWICH OPEN MARKET - Regular Traders (daily charge including parking fee of £1.60)</b>						
Monday	£13		0.00	13.00		
Tuesday / Thursday	£18		0.00	18.35		
Wednesday / Friday	£20		0.00	19.70		
Saturday	£27		0.00	27.20		
<b>SPECIALIST FLOWER TRAILER, WEST BROMWICH HIGH STREET MARKET</b>						



Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Specialist flower trailer - Cost per annum	£8,000.00		0.00	8,000.00		
<b>SPECIALITY CARTS</b>						
Speciality Carts	£77		0.00	76.75		
<b>WEDNESBURY MARKET STANDARD FEES</b>						
Tuesday - Standard 8ft pitch	£12		0.00	11.65		
Tuesday - Standard 12ft pitch	£17		0.00	17.45		
Friday / Saturday - Standard 8ft pitch	£5.00		0.00	5.00		
Friday / Saturday - Standard 12ft pitch	£7.50		0.00	7.50		
<b>OLDBURY MARKET</b>						
Standard pitch on Monday, Tuesday, Thursday, Friday, Saturday	£5.00		0.00	5.00		
<b>GREAT BRIDGE MARKET</b>						
Standard pitch on Wednesday, Saturday	£5.00		0.00	5.00		
<b>ENTERTAINMENTS AREA - WEST BROMWICH TOWN CENTRE</b>						
Type ENT 3/NS3 - Monday, Tuesday	£70.00		0.00	70.00		
Type ENT 3/NS3 - Saturday	£100.00		0.00	100.00		
Type ENT 3/NS 3 - Wednesday, Thursday, Friday	£75.00		0.00	75.00		
Type ENT 1,2,4,5,6 (Sides) - Monday, Tuesday	£65.00		0.00	65.00		
Type ENT 1,2,4,5,6 (Sides) - Saturday	£90.00		0.00	90.00		
Type ENT 1,2,4,5,6 (Sides) - Wednesday, Thursday, Friday	£75.00		0.00	75.00		
<b>CHARITABLE CAR BOOT SALE LICENCE FEE</b>						
Standard pitch	£20		0.00	20.00		
<b>SPECIAL EVENTS</b>						
Car Boot Sale pitch	£5		0.00	5.00		

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Market pitch Per pitch per day	£20.00		0.00	20.00		
Market pitch Per pitch per day for 2 day events	£30.00		0.00	30.00		
<b>WEST BROMWICH TOWN CENTRE</b>						
Type PITCH 2a (eg Hot Potatoes – Mon, Wed, Fri, Sat, Sun)	£5,077.56		0.00	5,077.56		
Type PITCH 2b (eg Hot Potatoes – Tues, Thurs)	£2,218.56		0.00	2,218.56		
Type PITCH 3 (eg In front Spencers, adj stalls ) - Alternative to annual cost - Fees per day	£15.75		0.00	15.75		
Type PITCH 4 (eg adj. Cash Generator) Alternative to annual cost - Fees per day	£15.75		0.00	15.75		
Type Pitch 5 (eg adj Star and Garter)		New	New	16.00		
<b>REST OF BOROUGH</b>						
Type B1 ( Eg Bearwood)	£3,425.45		0.00	3,425.45		
Type W1 (Eg adj.Clocktower, Union Street Wednesbury)	£3,425.45		0.00	3,425.45		
Type O1 (Eg Mkt Place 1990, Oldbury)	£2,283.70		0.00	2,283.70		
Type C1 (Eg Cemeteries)	£1,142		0.00	1,141.95		
Type S1 (Eg Stone Cross)	£1,142		0.00	1,141.95		
Type N1 (Eg Newton Road)	£4,889		0.00	4,888.56		
Type O2 (Eg Town Square, Oldbury)	£1,913.60		0.00	1,913.60		
Type W4 (Eg Union Street, West Bromwich)	£2,283.70		0.00	2,283.70		
<b>Highways</b>						
Section 50 Street Works Licence (Standard), (Licence to person without a statutory right to place, retain and remove apparatus in the street)						

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Administration & Inspection Fee (of which £150 is (nationally agreed inspection fee))	£660.00	0.02	10.00	670.00		
Defective Reinstatement Inspection charges (nationally agreed 3 x £47.50)	£142.50	0.00	0.50	143.00		
Third Party Inspection Fee (nationally agreed)	£204.00	0.00	0.00	204.00		
<b>Highways Act 1980</b>						
Section 171 Consent for making of excavations in the Street Administration & Inspection Fee (excluding footway crossings)	£660.00	0.02	10.00	670.00		
Section 139 Control of builders skips. Consideration of an application to deposit a builders skip on the public highway for up to 10 days.	£30.50	0.05	1.50	32.00		
Section 139 Control of builders skips. Consideration of an application to renew a permit to deposit a builders skip on the public highway charge for each and every subsequent period of up to 10 days.	£20.00	0.05	1.00	21.00		
Retrospective Skip Permit Fee	£135.00	0.04	5.00	140.00		
Section 169 & 172 Control of hoarding and scaffolding. Consideration of an application to deposit scaffolding and hoarding on the public highway for up to 90 days	£215.00	0.02	5.00	220.00		

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Section 115E Control of street cafes tables and chairs. Consideration of an application to deposit tables and chairs on the public highway (charge for an annual licence)	£250.00	0.02	5.00	255.00		
Section 177 Consideration of a temporary application to deposit a crane on the public highway (charge for each licence issued)	£100.00	0.02	2.00	102.00		
Section 177 Consideration of a permanent application for highway projections (charge for each licence issued)	£250.00	0.02	5.00	255.00		
<b>Footway Crossing</b>						
Footway Crossing inspection and Supervisory Fee. *Fee approved by Cabinet Member at his meeting on 17th October 2008.	£185.00	0.03	5.00	190.00		
<b>Street Naming and Numbering</b>						
Street Naming - Section 17 of the Public Health Act 1925	£203.00	0.01	2.00	205.00		
Property Numbering - Section 64 of the Town Improvement Clauses Act 1847 (Charge of £20.00 per property)	£20.50	0.02	0.50	21.00		
Highway Plans (showing the extent of the public highway)	£50.75	0.02	1.25	52.00		
General Highway Enquiry	£51	0.02	1.25	52.00		
<b>Traffic Signals</b>						
Consideration of application for switch on/off of traffic signals	£152.25	0.02	2.75	155.00		

on Week days						
<b>Service Provided</b>	<b>Standard Charge 2015</b>	<b>Increase (Decrease) in % 2016_17</b>	<b>Increase / (Decrease) in £ 2016_17</b>	<b>Proposed Charge 2016</b>	<b>Comment</b>	<b>VAT</b>
Consideration of application for switch on/off of traffic signals at Weekends	£228.37	0.01	1.63	230.00		
<b>Road Traffic Regulation Act 1984</b>						
Section 14(1) or 16(A) temporary traffic order restricting or prohibiting temporary use of all or part of a road.	£1,830.00	0.01	20.00	1,850.00		
Section 14(2) or 16(A) by Notice restrict Or temporarily prohibit use of all or part of a road if necessary by expedient.	£915.00	0.01	10.00	925.00		
<b>Section 38 Agreement</b>						
% of estimated construction costs of highways and sewers in conjunction with road adoptions. Minimum charge of £1000	10%	0.00	0.00	0.10		
<b>Section 278 Agreement</b>						
% of estimated construction costs of highways and sewers in conjunction with road adoptions , Minimum charge of £1000	10%	0.00	0.00	0.10		
Technical Appraisal for Private Road - % of estimated construction costs of highways and sewers in conjunction with road adoptions. Minimum charge of £1000	3%	0.00	0.00	0.03		
<b>Car Parking Charges - Long Stay Permit</b>					TBC after 9.12.15	
Annual / Central West Bromwich	£390.00					
Annual Other Areas	£175					
Annual Super Sandwell Permit	£390.00					

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Monthly West Bromwich	£39					
Monthly Other Area	£18					
Monthly Super Sandwell Permit	£39.00					
<b>Car Parking General</b>						
Waivers up to 7 days	£15.00	-33.33	-5.00	10.00	Waivers first day	
Waivers up to 7 days		NEW	NEW	5.00	Consecutive subsequent days	
Suspensions	£50	0.10	5.00	55.00		
<b>Central West Bromwich - Off Street Pay &amp; Display</b>					TBC after 9.12.15	
Up to 1 hour	£1					
1 – 2 hours	£2					
2 – 3 hours	£2					
3 – 4 hours	£3					
Long Stay Only over 4 hours	£4					
<b>Central West Bromwich - On Street Pay &amp; Display</b>						
High Street (Trinity Way – Bull Street) and	FOC	0.00	0.00	0.00	Charges temporarily suspended	
George Street (155m from its junction with High Street) – 30minutes Limited Waiting	FOC	0.00	0.00	0.00	Charges temporarily suspended	
Upto 15 minutes	£0	0.00	0.00	0.30		
Upto 30 minutes	£1	0.00	0.00	0.60		
Up to 1 hour	£1	0.00	0.00	1.20		
1 – 2 hours	£2	0.00	0.00	2.40		
<b>Outside Central West Bromwich - Off Street Pay &amp; Display</b>					TBC after 9.12.15	
Up to 1 hour	£0					
1 – 2 hours	£1					
2 – 3 hours	£1					
3 – 4 hours	£2					

Service Provided	Standard Charge 2015	Increase (Decrease) in % 2016_17	Increase / (Decrease) in £ 2016_17	Proposed Charge 2016	Comment	VAT
Long Stay Only over 4 hours	£2					
Outside Central West Bromwich - On Street Pay & Display						
Upto 30 minutes	£0	0.00	0.00	0.30		
Up to 1 hour	£1	0.00	0.00	0.60		
1 – 2 hours	£1	0.00	0.00	1.20		
Parking Permit, Voucher and regulation charges						
1 <sup>st</sup> Residents Permit	£20	0.25	5.00	25.00		
2 <sup>nd</sup> Residents Permit	£25	0.20	5.00	30.00		
Authorised replacement of Residents Permits		New	New	10.00		
20 – 2 Hour Visitors Vouchers	£5.00		0.00	5.00		
10 – 6 Hour Visitors Vouchers	£6.00	0.00	0.00	6.00		
Weekly Visitor Voucher	£6	0.00	0.00	6.00		
Business Permit (Annual)	£100	0.00	0.00	100.00		
3 <sup>rd</sup> Residents Permit		New	New	40.00		
advisory disabled markings		New	New	75.00		
"H" BAR MARKINGS		New	New	55.00		
Bikeability session cancellation charges to schools per session		New	New	210.00		
parents annual parking permit charges for P& D car parks for limited period AM and PM		New	New	20.00		
TRO MAKING - Statutory process, adverts, public consultation, procure & install road signs, road lines etc.		New	New	4,000.00		
resident permit for commercial vehicles		New	New	100.00		