

# WYRE FOREST DISTRICT COUNCIL

CABINET  
22 JANUARY 2013

## WYRE FOREST FORWARD FINANCIAL STRATEGY 2013/16 - UPDATE

<b>OPEN</b>	
<b>SUSTAINABLE COMMUNITY STRATEGY THEME:</b>	Stronger Communities
<b>CORPORATE PRIORITY:</b>	Delivering Together with Less
<b>CABINET MEMBER:</b>	Councillor N J Desmond
<b>DIRECTOR:</b>	Director of Resources
<b>CONTACT OFFICER:</b>	Joanne Wagstaffe Ext. 2100 <a href="mailto:joanne.wagstaffe@wyreforestdc.gov.uk">joanne.wagstaffe@wyreforestdc.gov.uk</a>
<b>Appendix 1 Appendix 2 Appendix 3</b>	Base Budget Projection 2012/16 Cabinet Proposals Fees and Charges  <i>The appendices to this report have been circulated electronically and a public inspection copy is available on request. (See front cover for details.)</i>

### **1. PURPOSE**

- 1.1 In December 2012 Cabinet considered a report and agreed proposals for a draft Budget Strategy for the period 2013/16. The proposals were based on estimated government grant figures. The Government released the Local Government Settlement on the 19<sup>th</sup> December 2012 and this report updates the strategy following the funding announcements.

### **2. RECOMMENDATIONS**

The Cabinet is asked to **ENDORSE** and **RECOMMEND** for scrutiny:-

- 2.1 The Council's updates to the Medium Term Finance Strategy;
- 2.2 Cabinet Proposals – taking into account the impact on the Council's Capital and Revenue Budgets for 2013/16 (Appendix 2);
- 2.3 The level of net expenditure and resultant Council Tax for 2013/16 as per paragraph 3.3;

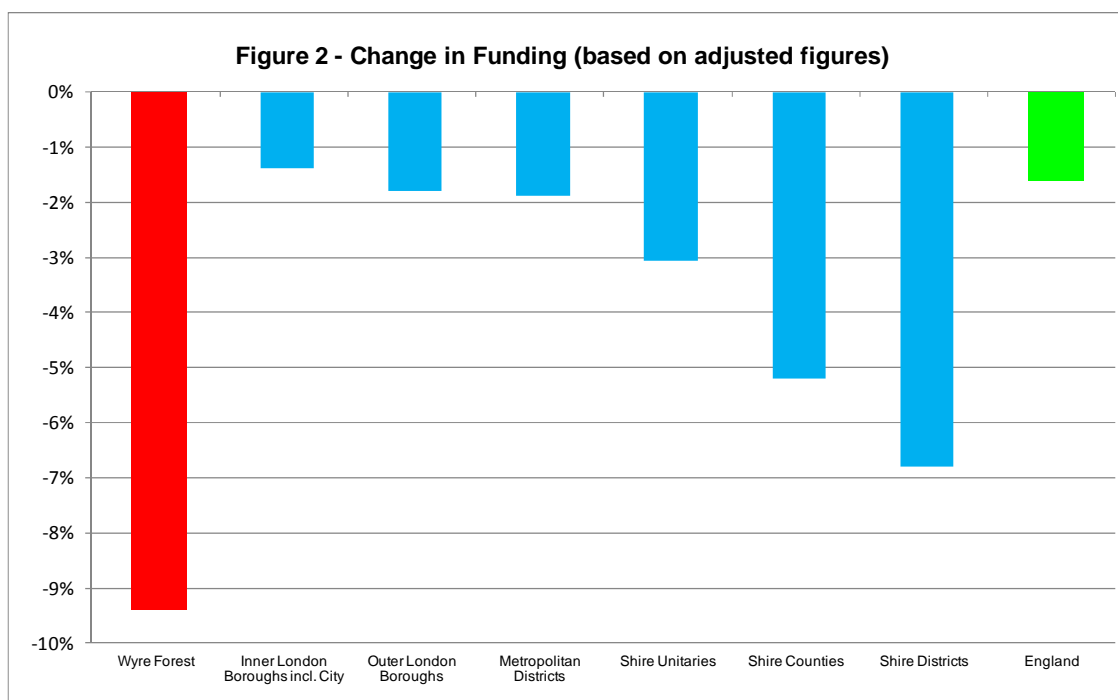
- 2.4 A general increase in fees and charges in line with this strategy and the impact on the Council's Revenue Budget for 2013/16, as shown in Part 1 of Appendix 3;**
- 2.5 Delegate to the Director Of Community Well Being and Environment and the Director of Resources in consultation with the relevant Cabinet Members, authority to agree and set a schedule of rates by January 2014 for commercial charges including trade, garden and bulky waste to be effective from 1 April 2014.**

### **3 KEY ISSUES**

- 3.1 This report presents the Cabinet's proposed spending plans for the next three years, which have been updated following the Local Government Settlement. Attached at Appendix 1 is the revised forecast base budget position for the period 2013/14 to 2015/16. The budget now includes the provisional settlements for 2013/14 and 2014/15 with an estimated settlement for 2015/16.
- 3.2 The Base Budget includes a 5% increase in fees and charges in 2013/14 as summarised in Appendix 3. There has been some additional work undertaken on fees and charges since the December Cabinet meeting and the proposal is attached at Appendix 2. The Cabinet Proposal includes a proposal to freeze Car Parking charges for 2013/14. There are also some proposals for some new revenue growth options to generate additional income from various existing fees and charges and exploration of new income streams over the term of the Finance Strategy.
- 3.3 Taking these measures into account the projected Base Budget net expenditure for 2013/14 is estimated to be £12,782,540 (Appendix 1). This is £497,530 more than currently estimated to be raised from Council Tax, Business Rate Grant and Revenue Support Grant.
- 3.4 The assumptions included in the December Cabinet report remain the same unless they are separately highlighted below.

### **4 LOCAL AUTHORITY REVENUE FINANCE SETTLEMENT FOR 2013/14**

- 4.1 The Local Government Settlement was announced on 19th December 2012; although revisions and new information continued to be issued for the following few days and clarification of the unprecedented, complex changes took place over the Christmas closure. The Council's Revised Summary Budget can be seen at Appendix 1.
- 4.2 Wyre Forest has seen a reduction of 9.4% in overall formula funding for 2013/14. This is against a national average of 1.6%. This identifies that WFDC has received a larger reduction in funding than many other Councils. Shire District Councils have seen, on average, a larger reduction than other authority types and WFDC has seen a proportionally larger reduction than the 'average' shire district. A more detailed comparison is shown in the table below.



Source: LG Futures Provisional Local Government Settlement 2013/14

4.3 The table below identifies the estimated position in relation to the Government grant following the settlement. The figures below shows only the grant income relating to business rates and revenue support grant.

Year	Value of Government Support £	Decrease	
		£	%
2012/13	5,391,294		
2013/14	4,884,508	506,786	9.40
2014/15	4,095,239	789,269	16.16
2015/16	3,882,440	212,799	5.20

4.4 The Council also receives other specific grants including the Council Tax freeze grant, Council Tax Transitional Grant, Council Tax Localisation Grant and Homelessness Prevention Grants. When these figures are included the total funding position is £69,364 better than originally predicted for 2013/14 in the December 2012 Cabinet report.

4.5 The Government Settlement has also seen further reduction for housing benefit administration, in preparation for the introduction of Universal Credit (£50,000 in 2013/14 and £50,000 in 2014/15) but has also provided some new funding under the new burdens protocol in respect of the cost of implementing the new council tax discount scheme (£67,000 in 2013/14 and £82,000 in 2014/15). We will face some one off implementation costs relating to the implementation of the new scheme but these have not yet been quantified.

4.6 The County are still to confirm the funding that will be passed to WFDC as part of the Social Fund. This figure will be updated and included in the report for the February Cabinet meeting.

4.7 The Council has entered into the Worcestershire Business Rates Pool as part of the introduction of the localisation of business rates. The baseline figures for business rates have been released by the Government, but due to the uncertainty regarding the collection of business rates there has not been any additional income included in this strategy relating to business rates for 2013/14.

## **5 COUNCIL TAX BASE AND COLLECTION FUND SURPLUS**

5.1 The Collection Fund estimates have also been updated. The original report included an estimated surplus of £50,000 for 2013/14 and 2014/15; these figures have now been removed from the Base Budget due to the revised estimates.

## **6 CABINET PROPOSALS**

6.1 The Cabinet Proposals in relation to the prioritisation of the Council's budget and areas of essential limited growth are attached in Appendix 2. These remain unchanged from the 18<sup>th</sup> December, with the exception of a new proposal for Fees, Charges and Revenue Growth for which a new detailed sheet is provided as Appendix 2, Part 2. This additional proposal includes the cancellation of an increase in Car Parking charges in October 2013, which is a change to the Fees and Charges for Car Parking included in Appendix 3. As reported, these have been developed in line with the WFF programme. The following table demonstrates the forecast position for the Council with all of the Cabinet Proposals are incorporated into the Base Budget:

	<b>Revised 2012/13 £</b>	<b>2013/14 £</b>	<b>2014/15 £</b>	<b>2015/16 £</b>
Net Expenditure on Services (per Appendix 1)	<b>13,076,950</b>	<b>12,782,540</b>	<b>12,495,400</b>	<b>12,037,940</b>
<u>Less</u> Cabinet Proposals identified in Appendix 2		69,110	(187,000)	(258,600)
Net Expenditure	13,076,950	12,851,650	12,308,400	11,779,340
Contribution from Reserves	(344,150)	(566,640)	(722,400)	(653,670)
<b>Net Budget Requirement</b>	<b>12,732,800</b>	<b>12,285,010</b>	<b>11,586,000</b>	<b>11,125,670</b>
<u>Less</u> Government Support	5,564,730	6,179,210	5,389,510	4,933,200
Collection Fund Surplus	51,000	0	0	0
Homelessness Prevention	109,270	108,650	109,000	0
Community Right to Bid/Challenge	0	16,400	16,400	0
Council Tax Transitional Grant	0	28,630	0	0
Council Tax Income	7,007,800	5,952,120	6,071,090	6,192,470
WFDC Council Tax @ 2.0% increase 2014/15 onwards	<b>197.62</b>	<b>197.62</b>	<b>201.57</b>	<b>205.60</b>

6.2 The Cabinet proposals identified in Appendix 2 builds on the savings identified within all previous Financial Strategies.

## **7 WORKING BALANCES, RESERVES AND PROVISIONS**

7.1 Following the settlement the working balances, reserves and provisions that are available to assist the Council in meeting General Fund Expenditure 2013/16 as part of the Three Year Financial Strategy are shown below:

Reserves Statement	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000
Reserves as at 1 April	2,369	2,167	1,600	878
Release of Earmarked Reserves	142	0	0	0
Contribution from Reserves	(344)	(567)	(722)	(654)
<b>Reserves as at 31 March</b>	<b>2,167</b>	<b>1,600</b>	<b>878</b>	<b>224</b>

7.2 In addition the Council holds a working balance of £700k and currently holds earmarked reserves of £3.345m (as at 30 November 2012). However, it should be noted that the Council has commitments against such earmarked reserves.

## **8 BUDGET CONSULTATION STRATEGY**

8.1 Following the presentation to Cabinet on the 18<sup>th</sup> December of the Financial Strategy, consultation on the proposals has commenced. Internal consultation is being undertaken through the Budget Review Panel and Unions, and external consultation, including feedback from the business community and a questionnaire based directly upon the proposals contained within this Financial Strategy is underway. A questionnaire is available for completion on our website until 8th February 2013.

## **9 RESERVE CAPPING POWERS TO LIMIT EXCESSIVE INCREASE IN COUNCIL TAX AND REFERENDUMS**

9.1 The Localism Act abolishes the ability for central government to cap the level of Council Tax increase that a local authority can charge. However, to replace these powers government have introduced a new 'local tax lock'.

9.2 These new powers allow local people a vote to stop council tax going up if their local authority increases Council Tax by more than an amount specified by government. For 2013/14 any council tax increases above 2% would trigger a referendum. If the local electorate votes against that increase the local authority will have to revert to a council tax level that is compliant.

## **10 BUDGET RISK MANAGEMENT**

10.1 The Accounts and Audit (England) Regulations 2011, require Local Authorities to fully consider and manage Risk as part of the Budget process. Appendix 5 to the December 2012 report provides an analysis of the significant financial risks which are affecting the Council.

10.2 All local authorities are required to formalise their approach to risk management and evidence it more directly as part of the budgetary process. This requirement has arisen as a result of:-

- a) *The Accounts and Audit (England) Regulations 2011:-*  
**Provision 4 (1)-** “The relevant body is responsible for ensuring that the financial management of the body is adequate and effective and that the body has a sound system of internal control which facilitates the effective exercise of that body’s functions and which includes arrangements for the management of risk.”  
**Regulation 5 (4) (a)-** “The accounting control systems must include measures:  
(i) to ensure that the financial transactions of the body are recorded as soon as, and as accurately as, reasonably practicable;  
(ii) to enable the prevention and detection of inaccuracies and fraud, and the reconstitution of any lost records and  
(iii) to ensure that risk is appropriately managed”
- b) *Prudential Framework:-*  
The assessment of affordability of financial plans requires a judgement about risk. Prudential Indicators are the monitoring tool to assess performance and risk.
- c) *CIPFA Guidance on Reserves and Balances:-*  
Highlights the need to consider risks facing the authority.

## **11 LOCAL GOVERNMENT ACT 2003**

- 11.1 The Local Government Act 2003 (Sections 25-29) places duties on Local Authorities on how they set and monitor budgets.
- 11.2 Sections 25-27 require the Section 151 Officer to report on the robustness of the estimates and the adequacy of its proposed financial reserves. This will be reported to Council on 27th February 2013.
- 11.3 Section 28 places a statutory duty on an authority to review its budget from time to time during the year. If the Budget Monitoring Report shows that there has been deterioration in the Authority’s financial position, the authority must take such action as it concludes necessary. The Council currently reviews the Budget on a quarterly basis, with CMT/Cabinet receiving monthly budget monitoring reports, and this practice will continue.

## **12 CONSULTEES**

- 12.1 Corporate Management Team
- 12.2 Cabinet

## **13 BACKGROUND PAPERS**

- 13.1 Accounts and Audit (England) Regulations 2011
- 13.2 The Local Government Settlement 2013/14, 19<sup>th</sup> December 2012.

## WYRE FOREST DISTRICT COUNCIL

## REVENUE BUDGET TOTAL REQUIREMENTS - DISTRICT COUNCIL PURPOSES

SERVICE	2012/13		2013/14			2014/15			2015/16		
	Original Estimate £	Revised Estimate £	At Nov.12 Prices £	Inflation £	TOTAL £	At Nov.12 Prices £	Inflation £	TOTAL £	At Nov.12 Prices £	Inflation £	TOTAL £
CHIEF EXECUTIVE	1,132,640	1,107,440	1,108,210	14,210	1,122,420	1,114,120	28,730	1,142,850	1,092,450	43,410	1,135,860
COMMUNITY ASSETS AND LOCALISM	1,515,960	1,514,100	1,319,950	21,850	1,341,800	1,408,710	45,850	1,454,560	1,388,570	69,410	1,457,980
COMMUNITY WELL-BEING AND ENVIRONMENT	6,098,890	6,143,730	6,223,820	111,460	6,335,280	6,223,650	233,980	6,457,630	5,341,490	316,960	5,658,450
ECONOMIC PROSPERITY AND PLACE	2,851,330	2,918,440	2,432,930	46,830	2,479,760	1,919,490	95,380	2,014,870	1,563,190	144,930	1,708,120
RESOURCES	2,774,030	2,931,820	2,914,490	(1,600)	2,912,890	2,659,550	53,960	2,713,510	2,632,750	111,660	2,744,410
<b>LESS: CAPITAL ACCOUNT</b>	14,372,850	14,615,530	13,999,400	192,750	14,192,150	13,325,520	457,900	13,783,420	12,018,450	686,370	12,704,820
INTEREST RECEIVED	(1,151,050)	(1,327,040)	(1,201,780)	730	(1,201,050)	(990,350)	1,490	(988,860)	(265,290)	2,220	(263,070)
INCREASES IN FEES AND CHARGES	(166,600)	(211,540)	(134,320)	0	(134,320)	(122,590)	0	(122,590)	(124,420)	0	(124,420)
	0	0	(74,240)	0	(74,240)	(176,570)	0	(176,570)	(279,390)	0	(279,390)
<b>TOTAL NET EXPENDITURE ON SERVICES</b>	<b>13,055,200</b>	<b>13,076,950</b>	<b>12,589,060</b>	<b>193,480</b>	<b>12,782,540</b>	<b>12,036,010</b>	<b>459,390</b>	<b>12,495,400</b>	<b>11,349,350</b>	<b>688,590</b>	<b>12,037,940</b>
<b>LESS: GOVERNMENT SUPPORT GRANTS</b>	(5,564,730)	(5,564,730)			(6,179,210)			(5,389,510)			(4,933,200)
HOMELESSNESS PREVENTION GRANT	(109,270)	(109,270)			(108,650)			(109,000)			0
COMMUNITY RIGHT TO BID/CHALLENGE	0	0			(16,400)			(16,400)			0
COLLECTION FUND SURPLUS	(51,000)	(51,000)			0			0			0
COUNCIL TAX TRANSITIONAL GRANT	0	0			(28,630)			0			0
<b>GENERAL EXPENSES -</b>											
COUNCIL TAX INCOME	(7,007,800)	(7,007,800)			(5,952,120)			(6,071,090)			(6,192,470)
<b>(SURPLUS) / DEFICIT FOR YEAR</b>	<b>322,400</b>	<b>344,150</b>			<b>497,530</b>			<b>909,400</b>			<b>912,270</b>
<b>COUNCIL TAX LEVY</b>		<b>197.62</b>			<b>197.62</b>			<b>201.57</b>			<b>205.60</b>
<b>COUNCIL TAX BASE</b>		<b>35,461</b>			<b>30,119</b>			<b>30,119</b>			<b>30,119</b>

WYRE FOREST DISTRICT COUNCILCABINET PROPOSALS 2013/2014 ONWARDS

Cost Centre	ACTIVITY AND DESCRIPTION OF CABINET PROPOSAL	KEY	CHANGES IN RESOURCES			
			2013/14 £	2014/15 £	2015/16 £	After 31/03/2016 £
<b>SECURING THE ECONOMIC PROSPERITY OF THE DISTRICT</b>						
R705	<b><u>Economic and Regeneration Initiatives</u></b> To provide further investment in regeneration initiatives	C R S	500,000 120,000 -	- 70,000 -	- 70,000 -	- 70,000 -
<b>DELIVERING TOGETHER, WITH LESS</b>						
Various	<b><u>Staff Terms and Conditions</u></b> Revision of Staff Terms and Conditions	C R S	- 6,500 CR -	- 16,700 CR -	- 20,100 CR -	- 20,100 CR -
Various	<b><u>Procurement</u></b> To conduct a review of the major contracts currently in place with external organisations and partners to secure savings	C R S	- 25,000 CR -	- 50,000 CR -	- 50,000 CR -	- 50,000 CR -
R040 R335	<b><u>Parish Precepts</u></b> Review of funding for Parish Councils in light of the Council Tax Scheme changes	C R S	- 15,740 -	- 23,460 CR -	- 23,660 CR -	- 23,860 CR -
R337	<b><u>NNDR Relief</u></b> To conduct a review of recipients of NNDR relief	C R S	- - -	- 31,000 CR -	- 44,000 CR -	- 55,000 CR -
R410	<b><u>ICT</u></b> Review of Members' ICT - staged implementation of revised scheme	C R S	- 1,000 CR -	- 4,000 CR -	- 8,000 CR -	- 12,000 CR -
Various	<b><u>Wyre Forest Forward</u></b> Expansion of the Wyre Forest Forward programme of efficiency savings	C R S	- 50,000 CR 2.00 CR	- 150,000 CR 6.00 CR	- 200,000 CR 8.00 CR	- 250,000 CR 10.00 CR
Various	<b><u>Wyre Forest Forward</u></b> Review of Fees and Charges and Revenue Growth including cancellation of increase in Car Parking Charges until October 2014/15	C R S	- 15,870 -	- 18,160 -	- 17,160 -	- 17,160 -
<b>SECURING THE ECONOMIC PROSPERITY OF THE DISTRICT</b>						
R800	<b><u>Disabled Facilities Grants</u></b> Review of funding for Disabled Facilities Grants	C R S	- - -	- - -	- - -	- - -
	<b>TOTALS</b>	C R S	<b>500,000</b> <b>69,110</b> <b>2.00 CR</b>	<b>-</b> <b>187,000 CR</b> <b>6.00 CR</b>	<b>-</b> <b>258,600 CR</b> <b>8.00 CR</b>	<b>-</b> <b>323,800 CR</b> <b>10.00 CR</b>

**KEY - Changes in Resources**

- C Capital
- R Revenue
- S Staffing - Stated in FTEs



**WYRE FOREST DISTRICT COUNCIL**

**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2013/2014**

**FEES, CHARGES AND REVENUE GROWTH**

CABINET MEMBER:	Cllr Campion
CONTACT OFFICER:	Linda Collis
<b>AN OPEN ITEM</b>	

**1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL**

The strategy assumes an across the board increase of 5% in fees and charges in 2013-14. Further detailed work has been done and, in a limited number of areas, increases above this level are proposed. E.g. non resident soccer pitch hire a 15% increase is recommended.

In order to remain competitive, trade waste charges are proposed to increase by 3.5%. The full list of proposed fees and charges is set out at the end of this proposal. Changes to the fees charged to non resident soccer teams are also included; these have been raised in excess of the 5% increase applied to local teams.

The Council needs to take up other opportunities to grow income, particularly from commercial activities, and the financial strategy includes a delegation to set these charges in advance of the budget.

In addition to the 5% across the board average increase in fees and charges assumed within the medium term financial strategy further detailed work will be progressed via the following work streams to identify additional revenue growth opportunities over a three year period.

- i) Increase customer base in charged for depot services and external contracts, increase sponsorship/advertising opportunities
- ii) Develop a schedule of rates for in-house services
- iii) Reducing costs for sports pitches through partnerships and asset transfer
- iv) Increased marketing of accommodation
- v) Develop a new corporate charging policy
- vi) Investigate income potential of the late night levy
- vii) Investigate charges for "premium" services
- viii) Cancel the proposed October 2013 5% increase in car parking charges for 13/14. This increase is now assumed to take place from October 2014.

**2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES**

Each area to be reviewed will need to conduct its own EIA.

**3. FINANCIAL IMPLICATIONS**

	2013/2014	2014/2015	2015/2016	After 31/03/16
	£	£	£	£
Net Revenue Cost	(12,200)	(38,000)	(39,000)	(39,000)
Net Revenue Cost – Car Parks (viii)	28,070	56,160	56,160	56,160
<b>Total</b>	<b>15,870</b>	<b>18,160</b>	<b>17,160</b>	<b>17,160</b>
Staffing Implications (FTE)				
Cost Centre :				

**4. APPRAISAL**

Contributes to Corporate Plan Priorities	Statutory/Discretionary Service	Valued by Public	RANK
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Service	Environmental Maintenance	Service Manager	Environmental Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ * at 3.5%	FROM 1/04/2013 £ *
<b>Trade Waste and Commercial Waste Collections</b>			
<b>WEEKLY COLLECTION</b>			
<b>COUNCIL OWNED WHEELIE BINS - Cat 1 - liable to landfill tax</b>			
120 litre (one lift per week)	194.50	201.50	
240 litre (one lift per week)	236.00	244.50	
360 litre (one lift per week)	291.00	301.00	
660 litre (one lift per week)	451.00	467.00	
1100 litre (one lift per week)	632.50	654.50	
<b>COUNCIL OWNED WHEELIE BINS - Cat 2 - not liable to landfill tax</b>			
120 litre (one lift per week)	164.00	170.00	
240 litre (one lift per week)	176.00	182.00	
360 litre (one lift per week)	200.00	207.00	
660 litre (one lift per week)	287.00	297.00	
1100 litre (one lift per week)	357.00	369.50	
1100 litre Schools (40 weeks)	302.00	312.50	
<b>ALTERNATE WEEKLY COLLECTION</b>			
<b>COUNCIL OWNED WHEELIE BINS - Cat 1 - liable to landfill tax</b>			
120 litre (one lift every other week)	106.00	110.00	
240 litre (one lift every other week)	128.50	133.00	
360 litre (one lift every other week)	162.50	168.00	
660 litre (one lift every other week)	272.00	281.50	
1100 litre (one lift every other week)	378.00	391.00	
<b>COUNCIL OWNED WHEELIE BINS - Cat 2 - not liable to landfill tax</b>			
120 litre (one lift every other week)	91.00	94.00	
240 litre (one lift every other week)	98.50	102.00	
360 litre (one lift every other week)	117.00	121.00	
660 litre (one lift every other week)	190.00	196.50	
1100 litre (one lift every other week)	240.00	248.50	
1100 litre Schools (40 weeks every other week)	213.00	220.50	
<b>PLASTIC SACKS</b>	2.50	2.60	
<b>REMOTE COLLECTION POINTS</b>			
Properties in excess of 5 miles from the Kidderminster Depot may attract a surcharge per lift at discretion of the Director of Resources - charge per lift	1.30	1.35	
<b>DOMESTIC DISCOUNT</b>			
Where domestic waste is collected within trade bins - for example Public Houses and shops - discount per annum (this has changed from a percentage charge to a monetary one)	21.00	21.50	
<b>OWN BIN DISCOUNT</b>			
120 litre (one lift per week)	15.50	16.00	
240 litre (one lift per week)	17.50	18.00	
360 litre (one lift per week)	31.00	32.00	
660 litre (one lift per week)	90.00	93.00	
1100 litre (one lift per week)	121.00	125.00	
1100 litre Schools (40 weeks)	121.00	125.00	



Service	Environmental Maintenance	Service Manager	Environmental Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ *	FROM 1/04/2013 £ *
<b>Trade Waste and Commercial Waste Collections</b>			
<b>BULKY CHARGES – TRADE</b>			
First 3 items	17.75	18.75	no change to 5%
additional items	4.20	4.50	no change to 5%
<b>Special jobs on quotation based upon Hourly rate per crew:</b>	Commercial Judgement	Commercial Judgement	
15 minutes	23.00	24.50	no change to 5%
30 minutes	44.00	46.25	no change to 5%
60 minutes	75.00	78.75	no change to 5%

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

In the instance of multiple collections a discount not exceeding 20% may be awarded at the discretion of the Director of Resources

Prompt payment of annual contracts in full (before the 30th April 2013) will attract a discount of 3.5%.

Free 240 litre bin collections are provided to institutions that have 100% National Non Domestic Rate relief (e.g. Village Halls), a second bin will attract an annual charge based upon the Commercial Trade Price list.

Charges are expressed in the new format to allow customers to better understand the charges, and to draw comparison with the commercial sector.



Service	Parks Events	Service Manager	Parks Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Community Well-Being

**PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ **	FROM 1/04/2013 £ *
<b>Parks Events</b>			
<b>OTHER SPORTS FACILITIES</b>			
<b>Bowls Green - Pre-purchased Passes</b>			
Per game	Free	Free	
Bowls Club per match	31.50	33.00	
<b>Cricket</b>			
First Saturday in May to last Saturday in August			
Per match	66.00	69.00	
<b>Soccer</b>			
Price increases to apply from the start of the 2012 season			
<b>Grade A Pitch</b>			
Adults - Wyre Forest Resident Team	61.00	64.00	
Adults - Non Resident Team	71.50	85.00	
Junior - Wyre Forest Resident Team	31.50	33.00	
Junior - Non Resident Team	36.75	45.00	
<b>Grade B Pitch</b>			
Adults - Wyre Forest Resident Team	44.00	46.00	
Adults - Non Resident Team	52.50	60.00	
Junior - Wyre Forest Resident Team	29.50	31.00	
Junior - Non Resident Team	33.50	40.00	
<b>Fines</b>			
For littering pitches or changing rooms	63.00	66.00	
Vandalism - plus cost of repairs	63.00	66.00	
Per occasion, per team			
Silent Flight per season	173.25	182.00	
<b>GREEN SPACES - Parks and Green Spaces (not Nature Reserves)</b>			
Administration charge for use of Public Open Space			
Fund Raising and Charity Events (per day) - Minimum Charge	Free	Free	
Fund Raising and Charity Events (per day) - Maximum Charge (refundable deposit applies)	157.50	165.50	
Commercial Events (refundable deposit applies)	Commercial Judgement	Commercial Judgement	
<b>Grounds maintenance - external contracts</b>			
based upon an hourly rate	Commercial Judgement	Commercial Judgement	
Arborists	Commercial Judgement	Commercial Judgement	
Plus Vehicle and Materials at cost	Commercial Judgement	Commercial Judgement	

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

**WYRE FOREST DISTRICT COUNCIL****FEES AND CHARGES 2013/2014 at 5%****DIRECTORATE SUMMARY**

DIRECTORATE	KEY	CHANGES IN RESOURCES at 5%			
		2013/14 £	2014/15 £	2015/16 £	2016/17 £
<b>Community Assets and Localism</b> See Appendix 3 (Part 2)	C	-	-	-	-
	R	2,810 CR	2,810 CR	2,810 CR	2,810 CR
	S	-	-	-	-
<b>Community Well-Being and Environment</b> See Appendix 3 (Part 3)	C	-	-	-	-
	R	64,230 CR	92,320 CR	92,320 CR	92,320 CR
	S	-	-	-	-
<b>Economic Prosperity and Place</b> See Appendix 3 (Part 4)	C	-	-	-	-
	R	7,200 CR	7,200 CR	7,690 CR	7,200 CR
	S	-	-	-	-
<b>GRAND TOTAL</b>	C	-	-	-	-
	R	<b>74,240 CR</b>	<b>102,330 CR</b>	<b>102,820 CR</b>	<b>102,330 CR</b>
	S	-	-	-	-

**KEY - Change in Resources**

C - Capital

R - Revenue

S - Staffing - Stated in FTEs

**WYRE FOREST DISTRICT COUNCIL****FEES AND CHARGES 2013/2014 at 5%****COMMUNITY ASSETS AND LOCALISM**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES			
			2013/14 £	2014/15 £	2015/16 £	2016/17 £
R216	<b><u>Kidderminster Town Hall</u></b> Increase charges by an average of 5% as per service director recommendation.	C	-	-	-	-
		R	2,800 CR	2,800 CR	2,800 CR	2,800 CR
		S	-	-	-	-
R500	<b><u>Elections and Electoral Registration</u></b> No change to the charges for marked registers made according to statute.	C	-	-	-	-
		R	-	-	-	-
		S	-	-	-	-
R505	<b><u>Committee Administration</u></b> Increase charges by an average of 5% as per service director recommendation.	C	-	-	-	-
		R	10 CR	10 CR	10 CR	10 CR
		S	-	-	-	-
R510	<b><u>Land Charges and Road Closure Orders *</u></b> No increases recommended - income is subject to very strong competitive market forces.	C	-	-	-	-
		R	-	-	-	-
		S	-	-	-	-
	<b>TOTALS</b>	C	-	-	-	-
		R	<b>2,810 CR</b>	<b>2,810 CR</b>	<b>2,810 CR</b>	<b>2,810 CR</b>
		S	-	-	-	-



Service	Facility Hire	Service Managers	Facilities Manager
Directorate	Community Assets and Localism	Cabinet Member	Resources and Transformation

## PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ *	FROM 1/04/2013 £ **
<b>Facilities Fees and Charges</b>			
<b>CIVIC HALLS</b>			
<b>KIDDERMINSTER TOWN HALL</b>			
<b>NON COMMERCIAL ORGANISATIONS</b>			
Music Room - Minimum (per hour)	27.50		29.00
Music Room - Maximum (per hour)	110.25		116.00
Corn Exchange - Minimum (per hour)	22.00		23.00
Corn Exchange - Maximum (per hour)	83.00		87.00
Both Facilities - Minimum (per hour)	42.00		44.00
Both Facilities - Maximum (per hour)	137.50		144.00
Both Facilities - Hourly rates will double for Bank Holidays			
Both Facilities - Hourly rates will double after midnight			
Use of raking seating	194.25		204.00
Use of kitchen facilities Kidderminster Town Hall	132.50		139.00
Use of kitchen facilities King Charles Room	20.00		21.00
Use of bar facilities - per hour	13.75		14.00
<b>King Charles Room/Council Chamber/Court Room</b>			
Minimum (per hour)	38.00		40.00
<b>Wyre Forest House</b>			
<b>Partnership rate</b>			
Council Chamber - half hourly	15.00	15.00	
Council Chamber - Max room charge	150.00	150.00	
SoS & Bewdley rooms combined - half hourly	10.00	10.00	
SoS & Bewdley rooms combined - Max room charge	100.00	100.00	
SoS & Bewdley rooms separately - half hourly	7.50	7.50	
SoS & Bewdley rooms separately - Max room charge	75.00	75.00	
Cookley, Kidderminster, Rock - half hourly	6.00	6.00	
Cookley, Kidderminster, Rock - half hourly	60.00	60.00	
Wolverley, Chadd, Blakedown - half hourly	5.00	5.00	
Wolverley, Chadd, Blakedown - Max room charge	50.00	50.00	
<b>Commercial Rate</b>			
Council Chamber - half hourly	22.50	22.50	
Council Chamber - Max room charge	225.00	225.00	
SoS & Bewdley rooms combined - half hourly	15.00	15.00	
SoS & Bewdley rooms combined - Max room charge	150.00	150.00	
Bewdley room separately - half hourly	15.00	15.00	
Bewdley room separately - Max room charge	100.00	100.00	
Wolverley room - half hourly	11.25	11.25	
Wolverley room - Max room charge	112.50	112.50	
SoS room separately - half hourly	10.00	10.00	
SoS room separately - Max room charge	100.00	100.00	
Cookley, Kidderminster, Rock - half hourly	9.00	9.00	
Cookley, Kidderminster, Rock - half hourly	90.00	90.00	
Chadd, Blakedown - half hourly	7.50	7.50	
Chadd, Blakedown - Max room charge	75.00	75.00	
<b>For All Venues</b>			
<b>Commercial Organisations and bookings for any Bank Holidays</b>			
Per hour	Commercial Judgement		Commercial Judgement
<b>Legal and Corporate Services Administration Account</b>			
Fees relating to surveys prior to lettings	Commercial Judgement		Commercial Judgement
<b>NOTE</b>			
Commercial judgement is delegated to the Director of Service			

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate





Service	Legal print charges	Service Managers	Land Charges Officer Democratic Services
Directorate	Community Assets and Localism	Cabinet Member	Resources and Transformation

## PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ *	FROM 1/04/2013 £ **
<b>Legal &amp; Corporate Charges</b>			
<b>ACTIVITY A1</b>			
<b>SALE OF EDITED AND FULL ELECTORAL REGISTERS</b>			
Charges for Market Registers only (per legislation)			
Edited and Full Register			
Data	20.00	20.00	
	plus 1.50 per 1,000 entries	plus 1.50 per 1,000 entries	
Printed	10.00	10.00	
	plus 5.00 per 1,000 entries	plus 5.00 per 1,000 entries	
Overseas Electors			
Data	20.00	20.00	
	plus 1.50 per 1,000 entries	plus 1.50 per 1,000 entries	
Printed	10.00	10.00	
	plus 5.00 per 1,000 entries	plus 5.00 per 1,000 entries	
Marked Registers			
Data	10.00	10.00	
	plus 1.00 per 1,000 or part	plus 1.00 per 1,000 or part	
Printed	10.00	10.00	
	plus 2.00 per 1,000 or part	plus 2.00 per 1,000 or part	
<b>ACTIVITY A3</b>			
<b>LAND CHARGES</b>			
Due to competition - no increases recommended			
1) a. Increase the basic Land Charges Search Fee	96.50	96.50	
2) a. Increase to optional enquiries	18.00	18.00	
b. Increase to each additional property/parcel of land	41.00	41.00	
3) a. Increase to the basic Land Charges Search Fee in respect of Highway information supplied by Worcester County Council	17.00	17.00	
4) a. Increase the basic Commercial properties search fee (previously charged at basic search fee - as per 1a)	125.00	125.00	
b. Increase to each additional property/parcel of land (previously charged at basic additional fee - as per 2b)	47.00	47.00	
<b>ACTIVITY A4</b>			
<b>SUPPLY OF MINUTES / AGENDAS TO OUTSIDE BODIES / COMPANIES</b>			
To increase charges in line with inflation			
Cabinet and Full Council Agendas (per annum)	83.00	83.00	
Scrutiny Committees Agendas (per annum)	78.00	78.00	
Development Control Agendas (per annum)	95.50	95.50	
Other Committee Agendas - individual (per annum)	16.25	16.25	

## NOTES:

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Legal Services	Service Managers	Land Charges Officer
Directorate	Community Assets and Localism	Cabinet Member	Resources and Transformation

**PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ *	FROM 1/04/2013 £ **
<b>Road Closure Orders</b>			
Charitable / community events (if the application received less than 6 weeks in advance of the event)	105.00		110.00
Charitable / community events (if the application received more than 6 weeks in advance of the event)	78.75		83.00
Remembrance Day Parades			
National Royal Celebrations			
All other events / reasons for road closure, including commercial events (if application received less than 6 weeks in advance of the event)	131.25		138.00
All other events / reasons for road closure, including commercial events (if application received more than 6 weeks in advance of the event)	105.00		110.00

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

**WYRE FOREST DISTRICT COUNCIL****FEES AND CHARGES 2013/2014 at 5%****COMMUNITY WELL-BEING AND ENVIRONMENT**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES			
			2013/14 £	2014/15 £	2015/16 £	2016/17 £
R002	<b>Trade Waste</b>	C	-	-	-	-
	Increase charges by an average of 5% in line with Council Policy	R	21,780 CR	21,780 CR	21,780 CR	21,780 CR
		S	-	-	-	-
R005	<b>Garden Waste</b>	C	-	-	-	-
	Increase charges by an average of 5% in line with Council Policy	R	4,730 CR	4,730 CR	4,730 CR	4,730 CR
		S	-	-	-	-
R229	<b>Garage</b>	C	-	-	-	-
	Increase charges by an average of 5% in line with commercial rates	R	1,540 CR	1,540 CR	1,540 CR	1,540 CR
		S	-	-	-	-
R235	<b>Bulky waste</b>	C	-	-	-	-
	Increase charges by 5% in line with Council Policy	R	900 CR	900 CR	900 CR	900 CR
		S	-	-	-	-
R040	<b>Cemeteries</b>	C	-	-	-	-
	Increase charges by an average of 5% as per Chief Officer Recommendation	R	1,050 CR	1,050 CR	1,050 CR	1,050 CR
		S	-	-	-	-
R055	<b>Play Leadership</b>	C	-	-	-	-
	Increase charges by 5% in accordance with Council policy	R	320 CR	320 CR	320 CR	320 CR
		S	-	-	-	-
R095	<b>Other Sports Facilities</b>	C	-	-	-	-
	Increase charges by an average of 5% as per Chief Officer Recommendation	R	1,130 CR	1,130 CR	1,130 CR	1,130 CR
		S	-	-	-	-
R160	<b>Parks and Green Spaces</b>	C	-	-	-	-
	Increase charges by an average of 5% as per Chief Officer Recommendation	R	1,250 CR	1,250 CR	1,250 CR	1,250 CR
		S	-	-	-	-
R163	<b>Rangers Services</b>	C	-	-	-	-
	Increase charges by 5% in accordance with Council policy	R	90 CR	90 CR	90 CR	90 CR
		S	-	-	-	-
R236	<b>Grounds Maintenance</b>	C	-	-	-	-
	Increase charges by an average of 5% as per Chief Officer Recommendation	R	3,010 CR	3,010 CR	3,010 CR	3,010 CR
		S	-	-	-	-
R185	<b>Car Parks</b>	C	-	-	-	-
	Increase charges by 5% in line with Council Policy (increase starts 1/10/13)	R	28,070 CR	56,160 CR	56,160 CR	56,160 CR
		S	-	-	-	-
R185	<b>Parking Restriction Charges *</b>	C	-	-	-	-
	Increase charges by 5% in line with Council Policy	R	350 CR	350 CR	350 CR	350 CR
		S	-	-	-	-
R200	<b>Event Support - Cleansing *</b>	C	-	-	-	-
	Increase charges by 5% in line with Council Policy	R	10 CR	10 CR	10 CR	10 CR
		S	-	-	-	-
	<b>TOTALS</b>	C	-	-	-	-
		R	64,230 CR	92,320 CR	92,320 CR	92,320 CR
		S	-	-	-	-



Service	Environmental Maintenance	Service Manager	Environmental Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ *	FROM 1/04/2013 £ **
<b>Trade Waste and Commercial Waste Collections</b>			
<b>WEEKLY COLLECTION</b>			
<b>COUNCIL OWNED WHEELIE BINS - Cat 1 - liable to landfill tax</b>			
120 litre (one lift per week)	194.50	205.00	
240 litre (one lift per week)	236.00	248.00	
360 litre (one lift per week)	291.00	306.00	
660 litre (one lift per week)	451.00	474.00	
1100 litre (one lift per week)	632.50	664.00	
<b>COUNCIL OWNED WHEELIE BINS - Cat 2 - not liable to landfill tax</b>			
120 litre (one lift per week)	164.00	172.00	
240 litre (one lift per week)	176.00	185.00	
360 litre (one lift per week)	200.00	210.00	
660 litre (one lift per week)	287.00	301.00	
1100 litre (one lift per week)	357.00	375.00	
1100 litre Schools (40 weeks)	302.00	317.00	
<b>ALTERNATE WEEKLY COLLECTION</b>			
<b>COUNCIL OWNED WHEELIE BINS - Cat 1 - liable to landfill tax</b>			
120 litre (one lift every other week)	106.00	111.00	
240 litre (one lift every other week)	128.50	135.00	
360 litre (one lift every other week)	162.50	171.00	
660 litre (one lift every other week)	272.00	286.00	
1100 litre (one lift every other week)	378.00	397.00	
<b>COUNCIL OWNED WHEELIE BINS - Cat 2 - not liable to landfill tax</b>			
120 litre (one lift every other week)	91.00	96.00	
240 litre (one lift every other week)	98.50	104.00	
360 litre (one lift every other week)	117.00	123.00	
660 litre (one lift every other week)	190.00	200.00	
1100 litre (one lift every other week)	240.00	252.00	
1100 litre Schools (40 weeks every other week)	213.00	224.00	
<b>PLASTIC SACKS</b>	2.50	2.65	
<b>REMOTE COLLECTION POINTS</b>			
Properties in excess of 5 miles from the Kidderminster Depot may attract a surcharge per lift at discretion of the Director of Service - charge per lift	1.30	1.40	
<b>DOMESTIC DISCOUNT</b>			
Where domestic waste is collected within trade bins - for example Public Houses and shops - discount per annum (this has changed from a percentage charge to a monetary one)	21.00	22.00	
<b>OWN BIN DISCOUNT</b>			
120 litre (one lift per week)	15.50	16.25	
240 litre (one lift per week)	17.50	18.00	
360 litre (one lift per week)	31.00	32.50	
660 litre (one lift per week)	90.00	94.50	
1100 litre (one lift per week)	121.00	127.00	
1100 litre Schools (40 weeks)	121.00	127.00	



Service	Environmental Maintenance	Service Manager	Environmental Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME**

INCOME DESCRIPTION	Current Charge TO 31/03/2013 £	Proposed Charge FROM 1/04/2013 £ *	Proposed Charge FROM 1/04/2013 £ **
<b>Trade Waste and Commercial Waste Collections</b>			
<b>BULKY CHARGES – TRADE</b>			
First 3 items	17.75	18.75	
additional items	4.20	4.50	
<b>Special jobs on quotation based upon Hourly rate per crew:</b>	Commercial Judgement	Commercial Judgement	
15 minutes	23.00	24.50	
30 minutes	44.00	46.25	
60 minutes	75.00	78.75	

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

In the instance of multiple collections a discount not exceeding 20% may be awarded at the discretion of the Director of Service

Free 240 litre bin collections are provided to institutions that have 100% National Non Domestic Rate relief (e.g. Village Halls), a second bin will attract an annual charge based upon the Commercial Trade Price list.

Charges are expressed in the new format to allow customers to better understand the charges, and to draw comparison with the commercial sector.



Service	Environmental Maintenance	Service Manager	Environmental Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ *	FROM 1/04/2013 £ **
<b>Domestic Waste Collections</b>			
<b>BULKY CHARGES – DOMESTIC</b>			
First 3 items	15.25		16.00
additional items	3.75		4.00
<b>Special jobs on quotation based upon</b>	Commercial Judgement		Commercial Judgement
<b>Hourly rate per crew:</b>			
15 minutes	19.50		20.50
30 minutes	34.50		36.50
60 minutes	65.00		68.50
<b>Charges for the Supply of a Replacement Wheelie Bin</b>			
Replacement bins - delivered	39.00		41.00
Replacement bins - collected	29.50		31.00
Garden Waste Bins - Contribution to cost of bin	20.50		21.50
Garden Waste Collection Service - Annual Fee	32.50		34.50
<b>Side Waste Collections</b>			
Per Black Bin bag	3.15		3.30

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

Additional capacity bins will only be provided in circumstances where:-

A family consists of 6 or more members, or

A family member produces medical waste.

There is an over riding proviso that all households actively participate in the Recycling Scheme

Replacement bins are only provided where proven damage has occurred, and only after the first instance. Subsequent bins are replaced at the rates stipulated above.

Bulky collections charges are waived for housing benefits recipients (max 2 collections per year, 4 items first visit, 2 items second visit)



Service	Environmental Maintenance	Service Manager	Environmental Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME**

INCOME DESCRIPTION	Current Charge TO 31/03/2013 £	Proposed Charge FROM 1/04/2013 £ *	Proposed Charge FROM 1/04/2013 £ **
<b>Fleet Management</b>			
<b>External contracts based upon</b>	Commercial Judgement	Commercial Judgement	
<b>Internal Servicing</b>			
Fixed service charges - up to 1.7cc	Std A 99.00	104.00	
(note: includes materials up to £30 in value)	Full B 107.00	112.50	
Fixed service charges - over 1.7cc	Std A 98.00	103.00	
(note: includes materials up to £30 in value)	Full B 132.00	138.50	
Materials above the £30 limit will be charged at cost			
<b>Car Inspection</b>	28.00	29.50	
<b>Staff / Members Cars</b>			
Labour charges per hour based upon	32.50	34.25	
PLUS additional material at cost			
Work undertaken is dependant upon workload capacity and the need to maintain the operational fleet			
<b>MOT</b>			
Class 4	36.00		36.00
Class 5	53.50		53.50
Class 7	53.50		53.50
WFDC Taxi	10.00		10.00
<b>Internal Charges to PRS</b>			
Taxi inspection - internal charge	28.00		29.50
Booking Charge per taxi including MOT/inspection booking	10.00		10.00

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate  
 \*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate  
 Commercial judgement is delegated to the Director of Service



Service	Cemetery	Service Manager	Parks Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Community Well-Being

**PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ *	FROM 1/04/2013 £ **
<b>Cemetery Fees</b>			
<b>CHARGES ONLY APPLY TO KIDDERMINSTER CEMETERY</b>			
<b>INTERMENTS - RESIDENTS ONLY</b>			
Child aged 1 month to 16 years ***	122.00	128.00	
Persons over 16 years ***	389.00	408.00	
Burial of cremated remains ***	142.00	149.00	
<b>INTERMENTS - NON-RESIDENTS OF WYRE FOREST</b>			
Child aged 1 month to 16 years ***	245.00	257.00	
Persons over 16 years ***	777.00	816.00	
Burial of cremated remains ***	284.00	298.00	
<b>PURCHASED GRAVES - RESIDENTS ONLY</b>			
Purchase of burial rights	441.00	463.00	
Purchase of burial rights for cremated remains	231.00	243.00	
<b>PURCHASED GRAVES - NON-RESIDENTS OF WYRE FOREST</b>			
Purchase of burial rights	882.00	926.00	
Purchase of burial rights for cremated remains	462.00	485.00	
<b>EXCEPTION:</b>			
If the deceased lived in the District for the majority of their life and took up a place in full time care outside the District within 2 years of their death. The family is to provide the relevant information for claiming this exception to this burial authority.			
<b>MISCELLANEOUS CHARGES</b>			
Maintenance of grave. Planting with Spring and Summer bedding per annum (specified areas of the Cemetery only)	84.00	88.00	
<b>CHARGES OF USE OF STAFF/FACILITIES</b>			
For attendance of Registrar other than between 9:00am and 10:00am (weekdays other than Bank/Public Holidays)	42.00	44.00	
Use of Cemetery Chapel per hour (or part of)	78.75	83.00	
Premium to be applied to cost of burials taking place wholly or partially outside normal working hours	10%	10%	
Assessing suitability of grave for additional burials	23.00	24.00	
<b>MONUMENTS / GRAVE STONES ETC</b>			
The right to place or erect a memorial including first inscription	163.00	171.00	
The right to place or erect a commemorative plaque or kerb stone	83.00	87.00	
Each additional inscription	28.00	29.00	
Vase	28.00	29.00	

**NOTES:**

- \* Charge before VAT (if applicable) at the prevailing rate  
 \*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate  
 \*\*\* Subject to attendance charge for Registrar





Service	Parks Events	Service Manager	Cultural Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Community Well-Being

## PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ *	FROM 1/04/2013 £ **
<b>Community Development and Museums</b>			
<b>COMMUNITY DEVELOPMENT</b>			
<b>RANGER SERVICES</b>			
Minimum Charge	Free		Free
Maximum Charge	43.00		45.00
Young Rangers (per term)	17.00		18.00
<b>PLAY SCHEMES</b>			
Per session Minimum Charge	Free		Free
Per session Maximum Charge	22.00		23.00
<b>SPORTS, ARTS AND PLAY DEVELOPMENT ACTIVITIES</b>			
Per session Minimum Charge	Free		Free
Per session Maximum Charge	9.00		9.50
<b>NATURE RESERVES</b>			
Small charitable or community events (less than 20 people) ****			
up to 3 hrs	6.50		7.00
over 3 hrs	12.00		12.50
Medium charitable or community events (more than 20 people less than 100) ****			
up to 3 hrs	17.25		18.00
over 3 hrs	33.50		35.00
Large charitable or community events (more than 100 people) ****			
up to 3 hrs	40.50		42.50
over 3 hrs	52.00		54.50
Commercial and fund raising events ****	Commercial Judgement		Commercial Judgement
<b>MUSEUMS</b>			
<b>Bewdley Museum</b>			
Adults	Free		Free
Senior Citizen	Free		Free
Accompanied Children	Free		Free
Unaccompanied Children	Free		Free
Residents' Season Ticket	Free		Free
School Parties Admission Charge***	Donation		Donation
General Enquiries (per hour)	10.50		11.00
<b>Hire of Education Room</b>			
Minimum Charge	Free		Free
Maximum Charge (per half day)	32.50		34.00
Commercial Bookings	Commercial Judgement		Commercial Judgement
<b>Hire of Severn Gallery</b>			
Minimum Charge for local organisations & emerging community artists (per week)	10.50		11.00
Commercial Bookings	Commercial Judgement		Commercial Judgement
<b>Hire of Wyre Forest Gallery</b>			
Minimum charge for local organisations & emerging community artists (per week)	42.00		44.00
Commercial Bookings	Commercial Judgement		Commercial Judgement
<b>Hire of Guild Hall</b>			
Minimum Charge	Free		Free
Maximum Charge	Commercial Judgement		Commercial Judgement

## NOTES:

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

\*\*\* Minimum donation £1 per child, maximum dependent on programme



Service	Parks Events	Service Manager	Parks Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Community Well-Being

**PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ *	FROM 1/04/2013 £ **
<b>Parks Events</b>			
<b>OTHER SPORTS FACILITIES</b>			
<b>Bowls Green - Pre-purchased Passes</b>			
Per game	Free		Free
Bowls Club per match	31.50		33.00
<b>Cricket</b>			
First Saturday in May to last Saturday in August			
Per match	66.00		69.00
<b>Soccer</b>			
Price increases to apply from the start of the 2012 season			
<b>Grade A Pitch</b>			
Adults - Wyre Forest Resident Team	61.00		64.00
Adults - Non Resident Team	71.50		75.00
Junior - Wyre Forest Resident Team	31.50		33.00
Junior - Non Resident Team	36.75		38.50
<b>Grade B Pitch</b>			
Adults - Wyre Forest Resident Team	44.00		46.00
Adults - Non Resident Team	52.50		55.00
Junior - Wyre Forest Resident Team	29.50		31.00
Junior - Non Resident Team	33.50		35.00
<b>Fines</b>			
For littering pitches or changing rooms	63.00		66.00
Vandalism - plus cost of repairs	63.00		66.00
Per occasion, per team			
Silent Flight per season	173.25		182.00
<b>GREEN SPACES - Parks and Green Spaces (not Nature Reserves)</b>			
Administration charge for use of Public Open Space			
Fund Raising and Charity Events (per day) - Minimum Charge	Free		Free
Fund Raising and Charity Events (per day) - Maximum Charge (refundable deposit applies)	157.50		165.50
Commercial Events (refundable deposit applies)	Commercial Judgement		Commercial Judgement
<b>Grounds maintenance - external contracts</b>			
based upon an hourly rate	Commercial Judgement		Commercial Judgement
Arborists	Commercial Judgement		Commercial Judgement
Plus Vehicle and Materials at cost	Commercial Judgement		Commercial Judgement

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Car Parks	Service Manager	Environmental Maintenance Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2013 £	Proposed Charge FROM 1/04/2013 £ Charges before VAT	Proposed Charge FROM 1/04/2013 £ Charges inclusive of VAT
<b>Parking restrictions and event support</b>			
<b>Parking Restrictions</b>			
Charge per application - for up to 7 days	36.75	39.00	
<b>Events support</b>			
<b>Provision of additional temporary toilet facilities</b>			
Single WC unit (minimum of 3) - charge per unit	42.00	44.00	
Single wheelchair access WC	105.00	110.00	
Trailer cabin unit - charge per unit	367.50	386.00	
Includes all cost of delivery, set up and collection			
The provision of above, but on a more permanent basis	commercial judgement based upon full actual cost	commercial judgement based upon full actual cost	
Facilitating access or removing bollards - charge per hour	30.25	32.00	
Car Boot events	39.00	41.00	
Private Cleansing work based on	Commercial Judgement	Commercial Judgement	

## NOTES:

VAT will be included at the prevailing rate if applicable  
Commercial Judgement is delegated to the Director of Service



Service	Car Parks	Service Manager	Environmental Maintenance Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION		Current Charge TO 30/09/2013 £	Proposed Charge FROM 1/10/2013 £ Charges before VAT	Proposed Charge FROM 1/10/2013 £ Charges inclusive of VAT
<b>Car Parks fees and Charges</b>				
<b>CENTRAL RATE</b>				
<b>Kidderminster</b>	Up to 30 minutes	60 p		60 p
Market Street Surface Vehicle Park	Up to 1 hour	110 p		110 p
<b>Bewdley</b>				
Load Street Surface Vehicle Park				
<b>Stourport-on-Severn</b>				
Raven Street Surface Vehicle Park				
<b>INNER RATE</b>				
<b>Kidderminster</b>	Up to 1 hour	90 p		100 p
Aldi Store Surface Vehicle Park	Up to 2 hours	130 p		140 p
Batemans Yard	Up to 3 hours	230 p		240 p
Bromsgrove Street Surface Vehicle Park	3 to 24 hours	460 p		460 p
Pike Mills Surface Vehicle Park	24 to 48 hours	920 p		920 p
Youth Centre Surface Vehicle Park				
<b>Bewdley</b>				
Dog Lane Surface Vehicle Park				
<b>Stourport-on-Severn</b>				
Riverside Meadows Surface Vehicle Park				
Severn Meadows No. 1 Surface Vehicle Park				
Severn Meadows No. 2 Surface Vehicle Park				
Severn Meadows No. 3 Surface Vehicle Park				
<b>OUTER RATE</b>				
<b>Kidderminster</b>	Up to 1 hour (Mon to Sat)	Free		Free
Castle Road Surface Vehicle Park	Up to 1.5 hours (Sun)	Free		Free
Comberton Place Surface Vehicle Park	Up to 2 hours	130 p		140 p
Horsefair	Up to 3 hours	210 p		230 p
Stadium Close Surface Vehicle Park	3 to 24 hours	360 p		370 p
St. Mary's Church Surface Vehicle Park	24 to 48 hours	720 p		740 p
<b>Bewdley</b>				
Gardners Meadow Surface Vehicle Park				
<b>Stourport-on-Severn</b>				
Stourport Sports Centre No. 1 Surface Vehicle Park				
Stourport Sports Centre No. 2 Surface Vehicle Park				
Vale Road Surface Car Park				
<b>RURAL RATE</b>				
<b>Blakedown</b>	Up to 1 hour	Free		Free
The Avenue Surface Car Park	Up to 2 hours	60 p		70 p
	2 to 24 hours	270 p		280 p
	24 to 48 hours	540 p		560 p
<b>CONTRACT</b>				
<b>Kidderminster</b>	Up to 1 hour	100 p		tbc
Weavers Wharf	Up to 2 hours	130 P		tbc
	Up to 3 hours	230 p		tbc
	Up to 4 hours	460 p		tbc
	Over 4 hours	1000 p		tbc

**NOTES:**

VAT will be included at the prevailing rate if applicable



Service	Car Parks	Service Manager	Environmental Maintenance Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION		Current Charge	Proposed Charge	Proposed Charge
		TO 30/09/2013 £	FROM 1/10/2013 £ Charges before VAT	FROM 1/10/2013 £ Charges inclusive of VAT
<b>Car Parking Season Tickets</b>				
<b>FULL SEASON TICKET</b>	1 month	63.00		66.00
<b>Kidderminster</b>	6 months	316.50		320.00
Aldi Store Surface Vehicle Park	12 months:	575.40		605.00
Batemans Yard Surface Vehicle Park	Payable as 10			
Bromsgrove Street Surface Vehicle Park	monthly DD			
Market Street Surface Vehicle Park				
Pike Mills Surface Vehicle Park				
Riverside Meadow Surface Vehicle Park				
Youth Centre Surface Vehicle Park				
<b>Bewdley</b>				
Load Street Surface Vehicle Park				
<b>Stourport-on-Severn</b>				
Raven Street Surface Vehicle Park				
Severn Meadows Nos. 1, 2 & 3 Surface Vehicle Parks				
<b>RESTRICTED SEASON TICKET</b>	1 month	33.00		34.50
<b>Kidderminster</b>	6 months	158.50		168.00
Castle Road Surface Vehicle Park	12 months:	287.70		315.00
Comberton Place Surface Vehicle Park	Payable as 10			
Horsefair	monthly DD			
Stadium Close Surface Vehicle Park				
St. Mary's Church Surface Vehicle Park				
<b>Bewdley</b>				
Dog Lane Surface Vehicle Park				
Gardners Meadow Surface Vehicle Park				
<b>Stourport-on-Severn</b>				
Stourport Sports Centre Nos. 1 & 2 Surface Vehicle Parks				
Stourport Sports Centre Surface Vehicle Park				
Vale Road Surface Car Park				
<b>Blakedown</b>				
The Avenue Surface Car Park				
<b>RESIDENT SEASON TICKET</b>	6 months	NA		NA
<b>Bewdley</b>	12 months:	NA		NA
Dog Lane Surface Vehicle Park	Payable as 10			
Gardners Meadow Surface Vehicle Park	monthly DD			
<b>Stourport-on-Severn</b>				
Vale Road Surface Vehicle Park				
<b>SENIOR CITIZEN SEASON TICKET</b>	6 months	40.00		42.00
All vehicle parks	12 months:	72.00		76.00
	Payable as 10			
	monthly DD			

## NOTES:

VAT will be included at the prevailing rate if applicable

**WYRE FOREST DISTRICT COUNCIL****FEES AND CHARGES 2013/2014 at 5%****ECONOMIC PROSPERITY & PLACE**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES			
			2013/14 £	2014/15 £	2015/16 £	2016/17 £
R631	<b><u>Street Naming and Numbering</u></b>	C	-	-	-	-
	Increase charges by 5% in line with Council Policy	R	500 CR	500 CR	500 CR	500 CR
		S	-	-	-	-
R605	<b><u>Development Control</u></b>	C	-	-	-	-
	Planning application fees are set by statute and have been increased with effect from 22/11/2012. This increase has already been included in the revenue budget	R	-	-	-	-
		S	-	-	-	-
R605	<b><u>Development Control - Planning Advice</u></b>	C	-	-	-	-
	To increase the charge for Planning Enquiries by 5%	R	20 CR	20 CR	20 CR	20 CR
		S	-	-	-	-
R605	<b><u>Development Control - Permitted Developments</u></b>	C	-	-	-	-
	Increase charges by 5% in line with Council Policy	R	730 CR	730 CR	730 CR	730 CR
		S	-	-	-	-
R605	<b><u>Development Control - Pre-application advice</u></b>	C	-	-	-	-
	Increase charges by 5% in line with Council Policy	R	210 CR	210 CR	210 CR	210 CR
		S	-	-	-	-
R625	<b><u>Building Control</u></b>	C	-	-	-	-
	To Implement charges as set by Worcestershire Regulatory Services	R	tba	tba	tba	tba
		S	-	-	-	-
R625	<b><u>Building Control - Enquiries</u></b>	C	-	-	-	-
	To Implement charges as set by North Worcestershire Building Control Shared Service	R	tba	tba	tba	tba
		S	-	-	-	-
R625	<b><u>Building Control - Sale of Documents</u></b>	C	-	-	-	-
	To Implement charges as set by North Worcestershire Building Control Shared Service	R	tba	tba	tba	tba
		S	-	-	-	-
R630	<b><u>Planning, Health &amp; Environment Administration</u></b>	C	-	-	-	-
	To increase the charge for the sale of documents by 5% in line with Council Policy.	R	100 CR	100 CR	100 CR	100 CR
		S	-	-	-	-
R637	<b><u>Environmental Health - Pollution Control</u></b>	C	-	-	-	-
	To maintain LAPPC charges at statutory level (revised annually).	R	tba	tba	tba	tba
		S	-	-	-	-
R637	<b><u>Environmental Health - Pollution Control</u></b>	C	-	-	-	-
	To maintain water sampling fees at statutory levels. To increase other charges by 5% in line with Council Policy.	R	20 CR	20 CR	20 CR	20 CR
		S	-	-	-	-
R638	<b><u>Licensing Activities - Hackney Carriages</u></b>	C	-	-	-	-
	To increase fees by 5% in line with Council Policy.	R	4,260 CR	4,260 CR	4,750 CR	4,260 CR
		S	-	-	-	-
R638	<b><u>Licensing Activities - General Licensing</u></b>	C	-	-	-	-
	To increase charges by 5% in line with Council Policy.	R	1,110 CR	1,110 CR	1,110 CR	1,110 CR
		S	-	-	-	-
R638	<b><u>Licensing Activities - Gambling Act 2005</u></b>	C	-	-	-	-
	To increase premises licence fees by 5% in line with Council Policy.	R	250 CR	250 CR	250 CR	250 CR
		S	-	-	-	-

**WYRE FOREST DISTRICT COUNCIL****FEES AND CHARGES 2013/2014 at 5%****ECONOMIC PROSPERITY & PLACE**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES			
			2013/14 £	2014/15 £	2015/16 £	2016/17 £
R638	<b>Licensing Activities - Gambling Act 2005</b> To charge permit fees as determined by Government.	C	-	-	-	-
		R	tba	tba	tba	tba
		S	-	-	-	-
R638	<b>Licensing Activities - Licensing Act 2003</b> To maintain Liquor Licensing fees at statutory levels	C	-	-	-	-
		R	tba	tba	tba	tba
		S	-	-	-	-
<b>TOTALS</b>		C	-	-	-	-
		R	<b>7,200 CR</b>	<b>7,200 CR</b>	<b>7,690 CR</b>	<b>7,200 CR</b>
		S	-	-	-	-



<b>Service</b>	<b>Worcestershire Regulatory Services</b>	<b>Service Manager</b>	<b>Worcestershire Regulatory Services Officer</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Environmental Services</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

<b>INCOME DESCRIPTION</b>	<b>Current Charge TO 31/03/2013 £</b>	<b>Proposed Charge FROM 1/04/2013 £ Charges before VAT</b>	<b>Proposed Charge FROM 1/04/2013 £ Charges inclusive of VAT</b>
<b>Hackney Carriage/Private Hire Fees</b>			
Hackney Carriage/Private Hire Drivers Licence (valid for 2 years)	281.00		295.00
Drivers' Knowledge Test	51.50		54.00
Drivers Badge	24.00		25.00
Hackney Carriage Vehicle	396.00		416.00
Private Hire Vehicle	396.00		416.00
Private Hire Operators	441.00		463.00
Vehicle Decals - Replacements	18.00		19.00
Vehicle Retest Fee (if re-tested within 48 hours of failure)	29.50	31.00	
Vehicle Retest Fee (if re-tested after 48 hours of failure)	56.50	59.00	
Change of Business (Sell Car and Transfer Plate)	100.00		105.00
Exemption Notice (Executive Vehicles)	27.50		29.00
Internal (Executive Vehicles) Car Plate	20.00		21.00
External Car Plate	47.00		49.00
CRB check	59.00		62.00

**NOTES:**

VAT will be included at the prevailing rate if applicable





<b>Service</b>	<b>Worcestershire Regulatory Services</b>	<b>Service Manager</b>	<b>Worcestershire Regulatory Services Officer</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Environmental Services</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ Charges before VAT	FROM 1/04/2013 £ Charges inclusive of VAT
<b>Licensing and Registration</b>			
Acupuncture, Tattooing, Electrolysis, Ear Piercing, Skin Piercing & Semi-Permanent Skin			
Colouring -			
Certificate of Registration: (a) Person	142.00		149.00
(b) Premise	205.00		215.00
(c) Persons & Premises	345.00		362.00
Animal Boarding Establishments* Initial	291.00		306.00
Renewal	192.00		202.00
Dangerous Wild Animals* Initial	291.00		306.00
Renewal	192.00		202.00
Dog Breeding Establishments* Initial	291.00		306.00
Renewal	192.00		202.00
Registration of Motor Salvage Operators	95.50		100.00
Copy of Register Entry, Motor Salvage Operators Register	4.00	4.00	
Pet Animals Act* Initial	291.00		306.00
Renewal	192.00		202.00
Public Realm and Streetscene (Control of Street Furniture)	275.00		289.00
Riding Establishments* Initial	291.00		306.00
Renewal	192.00		202.00
Sex Establishments Initial	4,299.00		4514.00
Renewal	1,650.00		1733.00
Transfer	298.00		313.00
Zoo Licences* Initial	1,405.00		1475.00
	(plus Inspector's expenses)		(plus Inspector's expenses)
Renewal	1,262.00		1325.00
	(plus Inspector's expenses)		(plus Inspector's expenses)

**NOTES:**

VAT will be included at the prevailing rate if applicable  
 \* Plus Vet fees where applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2013 £	Proposed Charge FROM 1/04/2013 £ Charges before VAT	Proposed Charge FROM 1/04/2013 £ Charges inclusive of VAT
<b>Food, Health &amp; Safety and Pollution Control</b>			
<b>FOOD, HEALTH AND SAFETY</b>			
Issue of Food Surrender Certificates	57.00	60.00	
Release of Officers Statements	264.00	277.00	
Release of Documents	93.50	98.00	
<b>POLLUTION CONTROL</b>			
<b>WATER SAMPLING CHARGES</b>			
The Regulations allow local authorities to charge a fee, subject to prescribed maximum levels to enable reasonable costs of services (lab fees etc) to be recovered.			
<b>Proposed Fees and Charges</b>			
Risk Assessment	40.00 per hour (up to £500 Max)	40.00 per hour (up to £500 Max)	
Investigation (each investigation)	40.00 per hour (up to £100 Max)	40.00 per hour (up to £100 Max)	
Granting an Authorisation	100.00 Max	100.00 Max	
Sampling (each visit)	100.00 Max	100.00 Max	
Analysing a sample			
- taken under regulation 10 (small supplies)	25.00 Max	25.00 Max	
- taken during check monitoring	100.00 Max	100.00 Max	
- taken during audit monitoring	500.00 Max	500.00 Max	

## NOTES:

VAT will be included at the prevailing rate if applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2013 £	Proposed Charge FROM 1/04/2013 £ Charges before VAT	Proposed Charge FROM 1/04/2013 £ Charges inclusive of VAT
<b>Environmental Information Regulation Requests</b>			
<b>Control of Rats and Other Pests</b>			
<b>Control of Dogs and Wasps Nests</b>			
<b>Environmental Information Regulation Requests</b>			
Release of Environmental Information (basic)	29.50	31.00	
Release of Environmental Information (detailed)	59.00	62.00	
Any information required above the advanced search, will be charged at the advanced search rate plus an hourly officer fee. Details of the approximate amount to be charged will be provided to the applicant prior to any work being undertaken following assessment of the information required.			
<b>Control of Rats and Other Pests</b> (work now undertaken externally on behalf of Worcestershire Regulatory Services)			
<b>Misc</b>			
Labour Rate per hour	44.00		N/A
Plus use of poisons - recharged at cost plus 50%			
Annual contracts (requiring more than one visit)	Commercial Judgement		
<b>Mice infestation (2 visits)</b>	75.50		N/A
<b>Rat infestation (3 visits)</b>	113.50		N/A
<b>Wasps Nests</b>	50.00		N/A
<b>Control of Dogs</b>	44.00		N/A
Dog Recovery Fee			
Plus Vets fees at cost plus 10%			

## NOTES:

VAT will be included at the prevailing rate if applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ Charges before VAT	FROM 1/04/2013 £ Charges inclusive of VAT
<b>Street Trading</b>			
<b>STREET TRADING</b>			
Single Unit up to 12 x 12 (max 5m length) Food - Initial	1,740.00		1,827.00
- Renewal	1,654.00		1,737.00
Single Unit up to 12 x 12 (max 5m length) Non-Food - Initial	1,455.00		1,528.00
- Renewal	1,308.00		1,373.00
For every additional 12 x 12 or part thereof or length more than 5m	716.00		752.00
Mobile Traders	682.00		716.00

**NOTES:**

VAT will be included at the prevailing rate if applicable



<b>Service</b>	<b>Worcestershire Regulatory Services</b>	<b>Service Manager</b>	<b>Worcestershire Regulatory Services Officer</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Environmental Services</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ Charges before VAT	FROM 1/04/2013 £ Charges inclusive of VAT
<b>Premises License Fees</b>			
Existing Casinos - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
New Small Casino - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
New Large Casino - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
Regional Casino - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
Bingo Club - New Application	2,088.00	2,192.00	
Annual Fee	598.00	628.00	
Application to vary	1,045.00	1,097.00	
Application to Transfer	716.00	752.00	
Application for re-instatement	716.00	752.00	
Application for Provisional Statement	2,088.00	2,192.00	
Licence Application (Provisional Statement holders)	716.00	752.00	
Copy Licence	31.00	33.00	
Notification of change	60.00	63.00	



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ Charges before VAT	FROM 1/04/2013 £ Charges inclusive of VAT
<b>Premises License Fees</b>			
Betting Premises - New Application	1,792.00	1,882.00	
(excluding Tracks) Annual Fee	358.00	376.00	
Application to vary	895.00	940.00	
Application to Transfer	716.00	752.00	
Application for re-instatement	716.00	752.00	
Application for Provisional Statement	1,792.00	1,882.00	
Licence Application (Provisional Statement holders)	716.00	752.00	
Copy Licence	31.00	33.00	
Notification of change	60.00	63.00	
Tracks -			
New Application	1,493.00	1,568.00	
Annual Fee	598.00	628.00	
Application to vary	746.00	783.00	
Application to Transfer	567.00	595.00	
Application for re-instatement	567.00	595.00	
Application for Provisional Statement	1,493.00	1,568.00	
Licence Application (Provisional Statement holders)	567.00	595.00	
Copy Licence	31.00	33.00	
Notification of change	60.00	63.00	
Family Entertainment Centres - New Application	1,194.00	1,254.00	
Annual Fee	447.00	469.00	
Application to vary	598.00	628.00	
Application to Transfer	567.00	595.00	
Application for re-instatement	567.00	595.00	
Application for Provisional Statement	1,194.00	1,254.00	
Licence Application (Provisional Statement holders)	567.00	595.00	
Copy Licence	31.00	33.00	
Notification of change	60.00	63.00	
Adult Gaming Centres - New Application	1,194.00	1,254.00	
Annual Fee	598.00	628.00	
Application to vary	598.00	628.00	
Application to Transfer	567.00	595.00	
Application for re-instatement	567.00	595.00	
Application for Provisional Statement	1,194.00	1,254.00	
Licence Application (Provisional Statement holders)	567.00	595.00	
Copy Licence	31.00	33.00	
Notification of change	60.00	63.00	
Temporary Use Notices - New Application	304.00	319.00	
Annual Fee	N/A	N/A	

## NOTES:

VAT will be included at the prevailing rate if applicable



<b>Service</b>	<b>Worcestershire Regulatory Services</b>	<b>Service Manager</b>	<b>Worcestershire Regulatory Services Officer</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Environmental Services</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ Charges before VAT	FROM 1/04/2013 £ Charges inclusive of VAT
<b>Permits - Statutory Fee Set By Central Government</b>			
<b>Fee Type</b>			
FEC Gaming Machine - Grant	300.00	300.00	
FEC Gaming Machine - Renewal	300.00	300.00	
FEC Gaming Machine - Existing Operator Grant	100.00	100.00	
FEC Gaming Machine - Annual Fee	N/A	N/A	
Prize Gaming - Grant	300.00	300.00	
Prize Gaming - Renewal	300.00	300.00	
Prize Gaming - Existing Operator Grant	100.00	100.00	
Prize Gaming - Annual Fee	N/A	N/A	
Licensed Premises Gaming Machine Permit - Grant	150.00	150.00	
Licensed Premises Gaming Machine Permit - Renewal	N/A	N/A	
Licensed Premises Gaming Machine Permit - Existing Operator Grant	100.00	100.00	
Licensed Premises Gaming Machine Permit - Annual Fee	50.00	50.00	
Club Gaming Permit - Grant *	100.00	100.00	
Club Gaming Permit - Renewal *	100.00	100.00	
Club Gaming Permit - Existing Operator Grant	100.00	100.00	
Club Gaming Permit - Annual Fee	50.00	50.00	
Club Machine Permits - Grant *	100.00	100.00	
Club Machine Permits - Renewal *	100.00	100.00	
Club Machine Permits - Existing Operator Grant	100.00	100.00	
Club Machine Permits - Annual Fee	50.00	50.00	
Small Lottery Registration - Grant	40.00	40.00	
Small Lottery Registration - Renewal	20.00	20.00	
Small Lottery Registration - Existing Operator Grant	N/A	N/A	
Small Lottery Registration - Annual fee	N/A	N/A	
<b>Miscellaneous Fees</b>			
FEC Permits - Change of name	25.00	25.00	
FEC Permits - Copy of permit	15.00	15.00	
FEC Permits - Variation	N/A	N/A	
FEC Permits - Transfer	N/A	N/A	
FEC Permits - Notification	N/A	N/A	
Prize Gaming Permits - Change of name	25.00	25.00	
Prize Gaming Permits - Copy of permit	15.00	15.00	
Prize Gaming Permits - Variation	N/A	N/A	
Prize Gaming Permits - Transfer	N/A	N/A	
Prize Gaming Permits - Notification	N/A	N/A	
Licensed premises Gaming machine Permits - Change of name	25.00	25.00	
Licensed premises Gaming machine Permits - Copy of permit	15.00	15.00	
Licensed premises Gaming machine Permits - Variation	100.00	100.00	
Licensed premises Gaming machine Permits - Transfer	25.00	25.00	
Licensed premises Gaming machine Permits - Notification	N/A	N/A	



<b>Service</b>	<b>Worcestershire Regulatory Services</b>	<b>Service Manager</b>	<b>Worcestershire Regulatory Services Officer</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Environmental Services</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

<b>INCOME DESCRIPTION</b>	<b>Current Charge</b>	<b>Proposed Charge</b>	<b>Proposed Charge</b>
	<b>TO 31/03/2013</b>	<b>FROM 1/04/2013</b>	<b>FROM 1/04/2013</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Permits - Statutory Fee Set By Central Government</b>		<b>Charges before VAT</b>	<b>Charges inclusive of VAT</b>
Licensed Premises Automatic Notification Process - Change of name	N/A	N/A	
Licensed Premises Automatic Notification Process - Copy of permit	N/A	N/A	
Licensed Premises Automatic Notification Process - Variation	N/A	N/A	
Licensed Premises Automatic Notification Process - Transfer	N/A	N/A	
Licensed Premises Automatic Notification Process - Notification	50.00	50.00	
Gaming Club Permits - Change of name	100.00	100.00	
Gaming Club Permits - Copy of permit	15.00	15.00	
Gaming Club Permits - Variation	100.00	100.00	
Gaming Club Permits - Transfer	N/A	N/A	
Gaming Club Permits - Notification	N/A	N/A	
Gaming Machine Permits - Change of name	100.00	100.00	
Gaming Machine Permits - Copy of permit	15.00	15.00	
Gaming Machine Permits - Variation	100.00	100.00	
Gaming Machine Permits - Transfer	N/A	N/A	
Gaming Machine Permits - Notification	N/A	N/A	

**NOTES:**

VAT will be included at the prevailing rate if applicable  
 \* Fee will be £200 if premises does not sell alcohol





Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ Charges before VAT	FROM 1/04/2013 £ Charges inclusive of VAT
<b>Licensing Act 2003 - Statutory Fee Set By Central Government</b>			
<b>Band A - (rateable value £0 to £4,300)</b>			
Annual	70.00	70.00	
New Licence	100.00	100.00	
Future Variation	100.00	100.00	
<b>Band B - (rateable value £4,301 to £33,000)</b>			
Annual	180.00	180.00	
New Licence	190.00	190.00	
Future Variation	190.00	190.00	
<b>Band C - (rateable value £33,001 to £87,000)</b>			
Annual	295.00	295.00	
New Licence	315.00	315.00	
Future Variation	315.00	315.00	
<b>Band D - (rateable value £87,001 to £125,000)</b>			
Annual *	320.00	320.00	
New Licence *	450.00	450.00	
Future Variation *	450.00	450.00	
<b>Band E - (rateable value over £125,000)</b>			
Annual **	350.00	350.00	
New Licence **	635.00	635.00	
Future Variation **	635.00	635.00	
Premises with no NDRV = Band A			
Premises under construction = Band C			
Number of person present			
5,000 to 9,999 - Additional Fee	1,000.00	1,000.00	
5,000 to 9,999 - Annual Fee	500.00	500.00	
10,000 to 14,999 - Additional Fee	2,000.00	2,000.00	
10,000 to 14,999 - Annual Fee	1,000.00	1,000.00	
15,000 to 19,999 - Additional Fee	4,000.00	4,000.00	
15,000 to 19,999 - Annual Fee	2,000.00	2,000.00	
20,000 to 29,999 - Additional Fee	8,000.00	8,000.00	
20,000 to 29,999 - Annual Fee	4,000.00	4,000.00	
30,000 to 39,999 - Additional Fee	16,000.00	16,000.00	
30,000 to 39,999 - Annual Fee	8,000.00	8,000.00	
40,000 to 49,999 - Additional Fee	24,000.00	24,000.00	
40,000 to 49,999 - Annual Fee	12,000.00	12,000.00	
50,000 to 59,999 - Additional Fee	32,000.00	32,000.00	
50,000 to 59,999 - Annual Fee	16,000.00	16,000.00	
60,000 to 69,999 - Additional Fee	40,000.00	40,000.00	
60,000 to 69,999 - Annual Fee	20,000.00	20,000.00	
70,000 to 79,999 - Additional Fee	48,000.00	48,000.00	
70,000 to 79,999 - Annual Fee	24,000.00	24,000.00	
80,000 to 89,999 - Additional Fee	56,000.00	56,000.00	
80,000 to 89,999 - Annual Fee	28,000.00	28,000.00	
90,000 and over - Additional Fee	64,000.00	64,000.00	
90,000 and over - Annual Fee	32,000.00	32,000.00	



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ Charges before VAT	FROM 1/04/2013 £ Charges inclusive of VAT
<b>Licensing Act 2003 - Statutory Fee Set By Central Government</b>			
<b>Other Fees</b>			
Application for a grant or renewal of personal licence	37.00	37.00	
Temporary event notice	21.00	21.00	
Theft, loss etc. of premises licence or summary	10.50	10.50	
Application for a provisional statement	315.00	315.00	
Notification of change of name or address	10.50	10.50	
Application to vary licence to specify DPS	23.00	23.00	
Application for transfer of premises licence	23.00	23.00	
Interim authority notice following death etc. of licence holder	23.00	23.00	
Theft, loss etc. of certificate or summary	10.50	10.50	
Notification of change of name or alternation of rules of club	10.50	10.50	
Change of relevant registered address of club	10.50	10.50	
Theft, loss etc. of temporary event licence	10.50	10.50	
Theft, loss etc. of personal licence	10.50	10.50	
Duty to notify change of name or address	10.50	10.50	
Right of freeholder etc. to be notified of licensing matters	21.00	21.00	

**NOTES:**

VAT will be included at the prevailing rate if applicable

\* A multiplier of twice the fee and annual charge applies where use of the premises is exclusively or primarily for the carrying on, on the premises of the supply of alcohol for consumption on the premises.

\*\* A multiplier of three times the fee and annual charge applies where use of the premises is exclusively or primarily for the carrying on, on the premises of the supply of alcohol for consumption on the premises.



Service	Planning & Building Control	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2013 £	Proposed Charge FROM 1/04/2013 £ Charges before VAT	Proposed Charge FROM 1/04/2013 £ Charges inclusive of VAT
<b>Planning Advice</b>			
<b>Building Control Advice (Pre 01/01/2012)</b>			
Reply to general individual queries, Planning or Building Control for up to 6 questions (after that the full Local Land Charge Search fee will be charged)	20.00 per Question		21.00 per Question
If any query requires a site visit to be made (e.g. compliance with conditions)	53.00		56.00
<b>Charges for Copy Documents</b>			
Monthly Decision List	86.00		90.00
Weekly Planning Application List	143.00		150.00
Decision Notices	15.00		16.00
Decision Notices Additional Copies	0.80		0.85
A4 - For each copy	0.80		0.85
A3 - For each copy	1.00		1.05
A2 - For each copy	2.50		2.60
A1 - For each copy	3.10		3.30
A0 - For each copy	4.20		4.40
<b>Note</b>			
Copies, where appropriate, are available free up to a cumulative single transaction value of £10 for individuals (the discretion of Director of Service to be applied in cases of multiple separate transactions) and charged at full cost to representatives of professional and/or commercial companies.			

## NOTES:

VAT will be included at the prevailing rate if applicable



<b>Service</b>	<b>Planning</b>	<b>Service Manager</b>	<b>Development Control Manager</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Place-shaping</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ Charges before VAT	FROM 1/04/2013 £ Charges inclusive of VAT
<b>Permitted Developments and Pre-application Advice</b>			
<b>Permitted Development enquiries</b>			
<b>Proposed development type</b>			
Householder	27.00		28.00
Other	54.00		57.00
<b>Pre-Application advice</b>			
<b>Householder</b>	43.00		45.00
Cost of each additional meeting	21.00		22.00
1 - 4 dwellings	268.00		281.00
Cost of each additional meeting	107.00		112.00
Cost of Highway Advice	N/A		N/A
Cost of each additional meeting with Highway Authority	N/A		N/A
<b>Residential Development (see note 1)</b>			
5 - 9 dwellings (site <1ha) (gross floor area <1,000m2)	537.00		564.00
Cost of each additional meeting	107.00		112.00
Cost of Highway Advice	N/A		N/A
Cost of each additional meeting with Highway Authority	N/A		N/A
10 - 49 dwellings (site 1-1.25ha) (gross floor area 1,000 - 2,499m2)	1,072.00		1,126.00
Cost of each additional meeting	536.00		563.00
Cost of Highway Advice	375.00		394.00
Cost of each additional meeting with Highway Authority	188.00		197.00
50 - 199 dwellings (site 1.26-2ha) (gross floor area 2,500 - 9,999m2)	2,145.00		2,252.00
Cost of each additional meeting	793.00		833.00
Cost of Highway Advice	751.00		789.00
Cost of each additional meeting with Highway Authority	278.00		292.00
200+ dwellings (site 2+ha) (gross floor area +10,000m2)	3,217.00		3,378.00
Cost of each additional meeting	1,072.00		1,126.00
Cost of Highway Advice	1,126.00		1,182.00
Cost of each additional meeting with Highway Authority	375.00		394.00
<b>Non Residential/Commercial Development (see note 1)</b>			
Gross floor area up to 500m2 (site up to 0.5ha)	268.00		281.00
Cost of each additional meeting	107.00		112.00
Cost of Highway Advice	N/A		N/A
Cost of each additional meeting with Highway Authority	N/A		N/A
Gross floor area 501m2 - 999m2 (site 0.5 -1ha)	536.00		563.00
Cost of each additional meeting	107.00		112.00
Cost of Highway Advice	N/A		N/A
Cost of each additional meeting with Highway Authority	N/A		N/A
Gross floor area 1,000 - 2,499m2 (site 1.-1.25ha)	1,072.00		1,126.00
Cost of each additional meeting	536.00		563.00
Cost of Highway Advice	375.00		394.00
Cost of each additional meeting with Highway Authority	188.00		197.00
Gross floor area 2,500 - 9,999m2 (site 1.26-2ha)	2,145.00		2,252.00
Cost of each additional meeting	793.00		833.00
Cost of Highway Advice	751.00		789.00
Cost of each additional meeting with Highway Authority	278.00		292.00
Gross floor area +10,000m2 (site +2ha)	3,217.00		3,378.00
Cost of each additional meeting	1,072.00		1,126.00
Cost of Highway Advice	1,126.00		1,182.00
Cost of each additional meeting with Highway Authority	375.00		394.00



<b>Service</b>	<b>Planning</b>	<b>Service Manager</b>	<b>Development Control Manager</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Place-shaping</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ Charges before VAT	FROM 1/04/2013 £ Charges inclusive of VAT
<b>Permitted Developments and Pre-application Advice</b>			
<b>Other Categories</b>			
Advertisements	54.00		57.00
Cost of each additional meeting	27.00		28.00
Change of Use	161.00		169.00
Cost of each additional meeting	81.00		85.00
Telecommunications	161.00		169.00
Cost of each additional meeting	81.00		85.00
Glasshouses/Poly Tunnels	214.00		225.00
Cost of each additional meeting	107.00		112.00
Others (see note 2)	107.00		112.00
Cost of each additional meeting	54.00		57.00
<b>Historic Environmental and Tree related enquiries</b>			
Separate Listed Building and Conservation Area Advice (Up to 3 Separate Matters)	33.00		35.00
(More than 3 Separate Matters)	66.00		69.00
Cost of each additional meeting	16.00		17.00
Separate Tree related Advice - number of trees not exceeding 10	33.00		35.00
Cost of each additional meeting	16.00		17.00
Separate Tree related Advice - number of trees over 10 but not exceeding 30	66.00		69.00
Cost of each additional meeting	16.00		17.00
<b>Exemptions</b>			
As set out in Guidance Note (e.g. Parish Councils, etc)			

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

Note 1 - If only principle to be discussed

Note 2 - Includes other development proposals such as variation or removal of conditions-proposed changes of use, car parks and certificates of lawfulness.



Service	Building Control	Service Manager	Building Control Manager - North Worcestershire
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2013 £	Proposed Charge FROM 1/04/2013 £ Charges before VAT	Proposed Charge FROM 1/04/2013 £ Charges inclusive of VAT
<b>Building Control - Fees Set By North Worcestershire Building Control Shared Service</b>			
<b>STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING</b>			
1 Property - Application Charge	620.00		620.00
Regularisation Charge	780.00		780.00
Additional Charge *	110.00		110.00
2 Properties - Application Charge	855.00		855.00
Regularisation Charge	1,070.00		1,070.00
Additional Charge *	215.00		215.00
3 Properties - Application Charge	1,085.00		1,085.00
Regularisation Charge	1,355.00		1,355.00
Additional Charge *	320.00		320.00
4 Properties - Application Charge	1,310.00		1,310.00
Regularisation Charge	1,860.00		1,860.00
Additional Charge *	425.00		425.00
5 Properties - Application Charge	1,505.00		1,505.00
Regularisation Charge	1,885.00		1,885.00
Additional Charge *	530.00		530.00
Charges for more than 5 dwellings, please telephone 01562 732526 or 01562 732525			
<b>DOMESTIC EXTENSIONS TO A SINGLE BUILDING</b>			
Extension where floor area is less than 10m <sup>2</sup> or conversion of attached garage into habitable room:			
Application Charge	340.00		340.00
Regularisation Charge	425.00		425.00
Additional Charge *	110.00		110.00
Extension where floor area is between 10m <sup>2</sup> and 40m <sup>2</sup> :			
Application Charge	495.00		495.00
Regularisation Charge	620.00		620.00
Additional Charge *	110.00		110.00
Extension where floor area is between 40m <sup>2</sup> and 60m <sup>2</sup> :			
Application Charge	660.00		660.00
Regularisation Charge	825.00		825.00
Additional Charge *	110.00		110.00
Extension where floor area is between 60m <sup>2</sup> and 200m <sup>2</sup> :			
Application Charge	835.00		835.00
Regularisation Charge	1,040.00		1,040.00
Additional Charge *	110.00		110.00
Loft Conversions - Application Charge	470.00		470.00
Regularisation Charge	590.00		590.00
Additional Charge *	110.00		110.00



Service	Building Control	Service Manager	Building Control Manager - North Worcestershire
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2013 £	Proposed Charge FROM 1/04/2013 £ Charges before VAT	Proposed Charge FROM 1/04/2013 £ Charges inclusive of VAT
<b>Building Control - Fees Set By North Worcestershire Building Control Shared Service</b>			
Erection or extension of a non-exempt single storey car-port or garage not exceeding 100m <sup>2</sup>			
Application Charge	340.00		340.00
Regularisation Charge	425.00		425.00
Additional Charge *	110.00		110.00
Window Replacement - Application Charge	180.00		180.00
Regularisation Charge	225.00		225.00
Additional Charge *	N/A		N/A
Electrical Work - Application Charge	235.00		235.00
Regularisation Charge	290.00		290.00
Additional Charge *	N/A		N/A
Other domestic alterations costing less than £3,000 which are separate from but are <b>to be undertaken at the same time</b> as the main project			
Application Charge	60.00		60.00
Regularisation Charge	85.00		85.00
Additional Charge *	55.00		55.00
<b>ALL OTHER WORK - ALTERATIONS</b>			
Estimated cost of work £0.00 to £5,000			
Application Charge	240.00		240.00
Regularisation Charge	300.00		300.00
Estimated cost of work £5,001 to £15,000			
Application Charge	340.00		340.00
Regularisation Charge	465.00		465.00
Estimated cost of work £15,001 to £25,000			
Application Charge	455.00		455.00
Regularisation Charge	570.00		570.00
Estimated cost of work £25,001 to £35,000			
Application Charge	560.00		560.00
Regularisation Charge	700.00		700.00
Estimated cost of work £35,001 to £50,000			
Application Charge	720.00		720.00
Regularisation Charge	895.00		895.00
For office or shop fit outs, installation or a mezzanine floor and all other work where the estimated cost exceeds £50,000, the customer should contact the North Worcestershire Building Control office for a competitive quote			
<b>Supplementary Charges</b>			
Archived plans			
Re-open archived file and issue completion certificate	65.00		65.00
Site Visit relating to archived case - per site visit	65.00		65.00



<b>Service</b>	<b>Building Control</b>	<b>Service Manager</b>	<b>Building Control Manager - North Worcestershire</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Place-shaping</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

<b>INCOME DESCRIPTION</b>	<b>Current Charge TO 31/03/2013 £</b>	<b>Proposed Charge FROM 1/04/2013 £ Charges before VAT</b>	<b>Proposed Charge FROM 1/04/2013 £ Charges inclusive of VAT</b>
<b>Building Control - Fees Set By North Worcestershire Building Control Shared Service</b>			
<b>Withdrawn Applications</b>			
Process request - Admin Charge	40.00		40.00
Building Notice - No inspection having taken place	refund fee less admin charge		refund fee less admin charge
Building Notice - Inspections having taken place	refund fee less admin charge less £65 per visit		refund fee less admin charge less £65 per visit
Full Plans - not checked, no inspections	refund fee less admin charge		refund fee less admin charge
Full Plans - checked, no inspections	refund inspection fee less admin charge		refund inspection fee less admin charge
Full Plans - checked, with site inspections	refund inspection fee less admin charge, less £65 per site inspection		refund inspection fee less admin charge, less £65 per site inspection
<b>Redirected Inspection fees/issue copy documents</b>			
Re invoice to new address	40.00		40.00
Re issue previously issued completion certificate or approval/acceptance document	£11.00 plus £0.11 per sheet		£11.00 plus £0.11 per sheet
Optional Consultancy Services	£80.00 per hour		£80.00 per hour

**NOTES:**

VAT will be included at the prevailing rate if applicable

\* The additional charge is payable on deposit if the electrician is not specified on the application form, or the person / company specified is not a Part P registered electrician

These charges have been set of the following basis:

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





Service	Planning Applications	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 21/11/2012 £	FROM 22/11/2012 £ Charges before VAT	FROM 22/11/2012 £ Charges inclusive of VAT
<b>Planning Applications - Statutory Fees Set By Central Government</b>			
<b>OPERATIONS</b>			
<b>New Dwellings</b>			
<b>Outline planning permission</b>			
Site does not exceed 2.5 hectare - rate per 0.1 hectare	335		385
Site exceeds 2.5 hectares	8,285		9,527
Rate per additional 0.1 hectare in excess of 2.5 hectares	100		115
Maximum	125,000		125,000
<b>In other cases</b>			
New Dwellings - dwellings less than 50 houses - rate per dwelling	335		385
New Dwellings - dwellings exceeds 50 houses	16,565		19,409
rate per additional dwelling over 50 houses	100		115
Maximum	250,000		250,000
<b>Buildings other than dwellings, agricultural building, plant or glasshouses etc.)</b>			
<b>Outline planning permission</b>			
Site does not exceed 2.5 hectares - rate per 0.1 hectare	335		385
Site exceeds 2.5 hectares	8,285		9,527
Rate per additional 0.1 hectare in excess of 2.5 hectares	100		115
Maximum	125,000		125,000
<b>In other cases</b>			
No additional floor space	170		195
Gross area less than 40 sq metres	170		195
Gross floor area between 40 and 75 sq metres	335		385
Rate in excess of 75 sq metres, but less than 3,750 (per 75 sq metres)	335		385
Gross floor area in excess of 3,750 sq metres	16,565		19,049
Rate per additional 75 sq meter in excess of 3,750 sq meters	100		115
Maximum	250,000		250,000
<b>Agricultural buildings on agricultural land (other than glasshouses)</b>			
<b>Outline planning permission</b>			
Site does not exceed 2.5 hectares - rate per 0.1 hectare	335		385
Site exceeds 2.5 hectares	8,285		9,527
Rate per additional 0.1 hectare in excess of 2.5 hectares	100		115
Maximum	125,000		125,000
<b>In other cases</b>			
Gross area less than 465 sq metres	70		80
Gross floor area between 465 and 540 sq metres	335		385
Gross floor area between 540 and 4,215 sq meters	335		385
Rate per additional 75 sq metres in excess of 540 sq meters	335		385
Gross floor area in excess of 4,215 sq metres	16,565		19,049
Rate per additional 75 sq metres in excess of 4,215 sq meters	100		115
Maximum	250,000		250,000
<b>Glasshouses on agricultural land</b>			
Gross area less than 465 sq metres	70		80
Gross floor area in excess of 465 sq meters	1,870		2,150
<b>Erection, alteration or replacement of plant or machinery</b>			
Gross area less than 5 hectares	335		385
Gross area in excess of 5 hectares	16,565		19,049
Rate per additional 0.1 hectare in excess of 5 hectares	100		115
Maximum	250,000		250,000



<b>Service</b>	<b>Planning Applications</b>	<b>Service Manager</b>	<b>Development Control Manager</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Place-shaping</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 21/11/2012 £	FROM 22/11/2012 £ Charges before VAT	FROM 22/11/2012 £ Charges inclusive of VAT
<b>Planning Applications - Statutory Fees Set By Central Government</b>			
<b>Enlargement, improvement or alteration of dwellings for domestic purposes</b>			
One dwelling	150		172
2 or more dwellings	295		339
Operations within residential curtilage for domestic purposes (including buildings, gates and fences etc.)	150		172
Car parks, roads and access to serve a single undertaking where associated with existing use	170		195
Operations not within above categories - rate per 0.1 hectare	170		195
Maximum	1,690		1,690
<b>USES</b>			
Change of use of a building to one or more dwellings			
From single dwelling to 50 or fewer dwellings	335		385
From single dwelling to more than 50 dwellings	16,565		19,049
Rate per additional dwelling in excess of 50 dwellings	100		115
Maximum	250,000		250,000
From other building to 50 or fewer dwellings	335		385
From other building to more than 50 dwellings	16,565		19,049
Rate per additional dwelling in excess of 50 dwellings	100		115
Maximum	250,000		250,000
Material changes of use on land or building(s) other than above	335		385
<b>ADVERTISEMENTS</b>			
Advertisements on business premises or other land within the business curtilage relating to nature of business, goods sold, services provided, or name of persons undertaking business	95		110
Sign relating to business in the locality but not visible from that site	95		110
All other advertisements	335		385
<b>OTHER APPLICATIONS</b>			
Certificate of existing use or development	As for a planning application		As for a planning application
Certificate of proposed use or development	50% of planning application		50% of planning application
Prior approval application under the General Permitted Development Order			
Application made under parts 6, 7 or 31	70		80
Application made under part 24	335		385
Renewal of permission			
Under the Town and Country Planning and Compulsory Purchase Act 2004 you can renew an application that was approved before 1st October 2009 and has not expired.			
Householder	50		57
Major Development	500		575
All other cases	170		195



<b>Service</b>	<b>Planning Applications</b>	<b>Service Manager</b>	<b>Development Control Manager</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Place-shaping</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 21/11/2012 £	FROM 22/11/2012 £ Charges before VAT	FROM 22/11/2012 £ Charges inclusive of VAT
<b>Planning Applications - Statutory Fees Set By Central Government</b>			
Variation or removal of a condition	170		195
Requests for confirmation that a condition or conditions attached to a grant of planning permission has been complied with			
Householder developments (per request)	25		28
All other cases (per request)	85		97
Application for Non-Material Amendments following a grant of planning permission			
Householder developments (per request)	25		28
All other cases	170		195
Applications for Certificates of Alternative Development	0		195
Please note that the following applications are County Matters which should be submitted to Worcestershire County Council:			
a) Operations connected with exploratory drilling for oil or gas			
b) Mineral operations			
c) Use for disposal of refuse or waste material			

**NOTES:**

VAT will be included at the prevailing rate if applicable  
Charges are expressed in the new format to allow customers to better understand the charges, and to draw comparison with the commercial sector.



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2013 £	Proposed Charge FROM 1/04/2013 £ Charges before VAT	Proposed Charge FROM 1/04/2013 £ Charges inclusive of VAT
<b>Private Water Supplies - Statutory Fee Set By Central Government</b>			
Risk Assessment - rate per hour up to a maximum of	40.00 500.00		40.00 500.00
Investigating - rate per hour up to a maximum of	40.00 500.00		40.00 500.00
Granting an authorisation - Maximum charge	100.00		100.00
Analysing samples			
Regio small supplies - maximum	25.00		25.00
During check monitoring - maximum	100.00		100.00
Taken during audit monitoring - maximum	500.00		500.00
Approx 12 supplies may require investigation and full audit Approx 60 supplies may require risk assessment and investigation.			

**NOTES:**

VAT will be included at the prevailing rate if applicable



<b>Service</b>	<b>Planning</b>	<b>Service Manager</b>	<b>Planning Policy Manager</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Place-shaping</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2013 £	FROM 1/04/2013 £ Charges before VAT	FROM 1/04/2013 £ Charges inclusive of VAT
<b>Street Naming and Numbering</b>			
<b>Existing Properties</b>			
Renaming an existing street	210.00		221.00
Additional charge per premise	52.50		55.00
Renaming (where the premise is NOT also numbered) or renumbering a premise	105.00		110.00
Additional charge per premise	21.00		22.00
Adding a name to or renaming a premise (where the premise is also numbered)	0.00		0.00
Additional charge where this includes naming of a building (e.g. a block of flats)	52.50		55.00
<b>New Developments</b>			
Naming a New Street	210.00		221.00
Naming and Numbering a new Premises	105.00		110.00
Additional charge for each adjoining premise	21.00		22.00
Additional Charge where this includes naming of a building (e.g. block a block of flats)	52.50		55.00

**NOTES:**

VAT will be included at the prevailing rate if applicable

There is NO charge for adding or changing the name of a property that is also numbered. If a property is already numbered, a property owner can additionally name their property as long as it does not conflict with an existing property name in that locality. The property name in this case will not officially form part of the property address, and the property number must still be displayed and referred to in any correspondence.