

DELEGATED POWERS REPORT NO. 1508**SUBJECT:** Environment, Planning and Regeneration Fees and Charges for 2012/2013**Control sheet**

All of the following actions MUST be completed at each stage of the process and the signed and dated report MUST be passed to the Governance Service for publishing

All reports		
1. Governance Service receive draft report	Name of GSO Date	Maria Lugangira 28.11.2011
2. Governance Service cleared draft report as being constitutionally appropriate	Name of GSO Date	Maria Lugangira 30.11.2011
3. Finance clearance obtained (<i>report author to complete</i>)	Name of Fin. officer Date	Alex Altman 05.12.2011
4. Staff and other resources issues clearance obtained (<i>report author to complete</i>)	Name of Res. officer Date	Mike Stokes 05.12.2011
5. Trade Union response received (Staffing issues only)	Name of TU rep. Date	
6. Legal clearance obtained from (<i>report author to complete</i>)	Name of Legal officer Date	Chileme Hayes 06.12.2011
7. Policy & Partnerships clearance obtained (<i>report author to complete</i>)	Name of P&P officer Date	Andrew Nathan 28.11.2011
8. Equalities & Diversity clearance obtained (<i>report author to complete</i>)	Name of officer Date	Andrew Nathan 28.11.2011
9. The above process has been checked and verified by Director, Head of Service or Deputy	Name Date	Pam Wharfe 22.12.2011
10. Signed & dated report, <u>scanned or hard copy</u> received by Governance Service for publishing	Name of GSO Date	Maria Lugangira 22.12.2011
11. Report published by Governance Service to website	Name of GSO Date	Maria Lugangira 23.12.2011
12. Head of Service informed report is published	Name of GSO Date	Maria Lugangira 23.12.2011
Key decisions only:		
13. Expiry of call-in period	Date	N/A
14. Report circulated for call-in purposes to Business Management OSC members & copied to Cabinet Members & Head of Service	Name of GSO Date	

ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER IN CONSULTATION WITH CABINET MEMBER(S) (EXECUTIVE FUNCTION)

Subject	Environment, Planning and Regeneration Fees and Charges for 2012/2013
Officer taking decision	Interim Director of Environment, Planning and Regeneration
Date of decision	22 December 2011
Summary	To approve for public consultation the inflation based increases in and other changes to Environment, Planning and Regeneration fees and charges 2012/13

Officer Contributors	Pam Wharfe - Interim Director of Environment, Planning and Regeneration
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Status (public or exempt)	Public
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Wards affected	All
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Enclosures	Appendix A – Environment, Planning and Regeneration Fees & Charges
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Reason for exemption from call-in (if appropriate)	Not applicable
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Contact for further information: Paula O'Dumody, Business Performance & Development Manager, 020 8359 4368 or Cory Sunderland, Performance & Monitoring Support Officer, 020 8359 3014

Serial No. 1508

1. RELEVANT PREVIOUS DECISIONS

- 1.1 Cabinet Resources Committee, 23 September 2004 (Decision item 6) – resolved:
- (1) That increases in fees and charges in line with the Financial Forward Plan are approved by Heads of Service in consultation with Cabinet Member for Resources, and that these increases be implemented from 1 January each year, with only limited exceptions to those being increased from 1 April.
 - (2) That increases in fees and charges above the rate assumed in the Financial Forward Plan are approved by Cabinet Resources Committee, and that these increases be implemented from 1 January each year, with only limited exceptions to those being increased from 1 April.
- 1.2 Cabinet Resources Committee, 2 September 2010 (Decision item 8) – approved fees and charges for Building Control, to take effect from 1 October 2010, to comply with The Building (Local Authority Charges) Regulations 2010 which came into force on 1 April 2010.
- 1.3 Cabinet Resources Committee, 13 January 2011 (Decision item 5 and 6) – the fees and charges for Environment and Operations, and Planning, Housing and Regeneration were approved in principle, but the final decision was referred to Cabinet on 14 February 2011 following full consideration of the detailed outcomes of the budget consultation and any responses received.
- 1.4 Cabinet, 14 February 2011 (Decision item 8) – Resolved:
- That the fees and charges for Environment and Operations Services detailed in the appendices to the Cabinet member’s report be approved to take effect from 1st March 2011, or as soon as practicable.
 - To approve the introduction of new charges for Park Based Trading to take effect from 1st April 2011, or as soon as practicable.
- 1.5 Cabinet, 3 November 2011 (Decision item 5) – Resolved:
6. Agree the savings included in appendix 2 of the report ‘as budget headlines’ for consultation.

2. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 2.1 Fees, charges and allowances need to be reviewed to ensure value for money thereby complying with the 2011/13 Corporate Plan priority ‘Better Services with Less Money’.

3. RISK MANAGEMENT ISSUES

- 3.1 The increases in fees and charges are necessary to offset rising costs, meet income targets and deliver budget savings.
- 3.2 Increasing fees and charges always poses an element of risk around the proportionate level of increase, when compared to resident’s ability to pay and / or resident’s test of reasonableness. Every effort has been made to manage the charge increase to an appropriate level, however, some element of reputational risk will remain. All the fees and charges in this report are at or below inflation so should not cause concern about reasonableness.

4. EQUALITIES AND DIVERSITY ISSUES

- 4.1 Notifications in respect of increases to fees and charges annually are the subject of public notice. This enables all residents to be made aware of the increase in charges and their applicable date of change. All fees and charges will be published online on the consultation portal for residents' feedback and comments prior to implementation. The consultation period will run for a period of 1 month from date of publication. Any changes as a result of consultation feedback will be reflected in a revised Delegated Powers Report prior to implementation.
- 4.2 The outcomes and impact of these changes will be monitored and measured against current information to ensure that different groups are not adversely affected, as well as being compared against those of different boroughs.

5. USE OF RESOURCES IMPLICATIONS (Finance, Procurement, Performance & Value for money, Staffing, IT, Property, Sustainability)

- 5.1 The proposed increases in fees and charges have been taken into account in the draft 2012/13 budget which includes additional fee income of £400k.
- 5.2 There are no staffing, IT or property implications.

6. LEGAL ISSUES

- 6.1 The Local Government Act 2003 permits charging for discretionary services provided by the Council.

7. CONSTITUTIONAL POWERS

- 7.1 The Council's constitution, in Part 3, Responsibility for Functions, paragraph 6.1 provides for Chief Officers to take decisions in consultation with the Cabinet Member concerned to discharge the functions allocated to them or dealt by them or their staff.
- 7.2 Financial Regulations, in Section 4, Financial Management, paragraph 3.7 states that Directors and Heads of Service may approve changes to fees and charges annually where the change is broadly in line with inflation. The date for annual increases need not be 1 April.

8. BACKGROUND INFORMATION

- 8.1 Environment, Planning and Regeneration present fees and charges are shown in the attached appendix to this report.
- 8.2 All of the items listed in the attached appendix are either at or below the current inflation rate of 5%. Slightly higher or lower increases are sometimes necessary to give rounded figures.

8.4 The increase to Fees and Charges will be applicable from the 1 February 2012, or at the latest 1 April 2012.

9. LIST OF BACKGROUND PAPERS

9.1 None

10. CONSULTATION WITH CABINET MEMBER(S)

10.1 The Cabinet Members for Environment, Housing, Planning, Safety and Resident Engagement and Resources and Performance have been consulted and have agreed to the attached charges.

11. OFFICER DECISION

I authorise the following action

11.1 That the Fees and Charges detailed in Appendix A be approved for public consultation

11.2 Preparation of a revised report detailing the consultation responses and if necessary revision to the Charging Schedule detailed in the attached Appendix A to this report prior to implementation of the increases from 1 February 2012 where possible and no later than 1 April 2012

Signed

Pam Wharfe

**Interim Director for Environment, Planning and
Regeneration**

Date

22.12.2011

SERVICE	VAT	UNIT	Charges 2011/2012	Proposed Charges 2012/2013	COMMENTS (If Applicable)
Planning					
Policy Publications					
(for residents only)	N	Each	£50.00	£52.50	
(for residents only)	N	Each	£40.50	£42.50	
UDP Inspector's Report	N	Each	£80.00	£84.00	
(for residents only)	N	Each	£15.00	£15.75	
Conservation Publications					
Conservation Area Character Appraisals	N	Each (sub areas within the Hampstead Garden Suburb Conservation Area will be charged as a single Appraisal document)	£30.00	£31.50	
(for residents only)	N	Each. Each sub area within the Hampstead Garden Suburb Conservation Area will be charged as a single Appraisal document.	£15.00	£15.75	
Statutory List of Buildings of special architectural or historic interest	N	Each	£40.00	£42.00	
(for residents only)	N	Each	£20.00	£21.00	
Schedule of Building of local or historic interest	N	Each	£30.00	£31.50	
(for residents only)	N	Each	£15.00	£15.75	
Statutory List extracts	N	Each	£20.00	£21.00	
One building per extra copy	N	Each	£15.00	£15.75	
Article 4 Directions per area	N	Each	£30.00	£31.50	
Conservation Area Maps	N	Each	£35.00	£36.75	
(for residents only)	N	Each	£20.00	£21.00	
Development Control Publications					
Copies of Planning Decisions	N	Each	£25.00	£26.25	
Copies of Enforcement Notices	N	Each	£25.00	£26.25	
Weekly list of Planning applications per area by email	N	Each	No Charge	No Charge	
All Planning Services					
Photocopying per copy					
Reproduction of maps/drawings (Historic Applications)					
A1-A0	N	Each	£20.00	£21.00	
A2	N	Each	£15.00	£15.75	
CD copy of applications					
Per CD	N	Each	£30.00	£31.50	
(for residents only)	N	Each	£15.00	£15.75	
Ordnance Survey Extracts					
Price for 4 extracts	Y	4 Copies	£70.00	£73.50	
Additional extracts (requested at the same time)	Y	Each	£15.00	£15.75	
Historic Planning Information					
Price per file	N	Each	£15.00	£15.75	
(for residents only for applications decided before 1 Jan 200) Requests for files may take a month to process as the files are archived off site.	N	Each	£10.00	£10.50	
Correspondence requiring research to answer					
Per question per address	N	Per question per address	£65.00	£68.00	
Enforcement Enquiry per question per address	N	Per question per address	£65.00	£68.00	
High Hedge Complaints					
Complaint Investigation	N	Per address	£525.00	£551.00	

SERVICE	VAT	UNIT	Charges 2011/2012	Proposed Charges 2012/2013	COMMENTS (If Applicable)
(50% discount for specified benefits)	N	Per address	£260.00	£273.00	
Other Planning Costs					
Planning Advice Charges (Pre-Application Advice)					
Category F (Small scale development: Small extensions/ alterations (including advertisements) to commercial or similar premises below the threshold of category D; Small changes of use to such premises below the threshold of category D; Other small scale developments below the threshold of category D)	Y	Written Advice	£200.00	£210.00	
Category G (Householder development: Extensions or alterations to a single residential unit)	Y	Written Advice	£110.00	£115.00	
Rates For Officers Giving Specialist Advice & Charges for Subsequent Meetings					
Case Officer up to Principal Planner	Y	Per hour	£200.00	£210.00	
Team Leader/Manager	Y	Per hour	£250.00	£262.50	
Service Heads and Directors	Y	Per hour	£300.00	£315.00	
Business relationship manager	Y	Annual charge	£2,000.00	£2,100.00	
Environmental Health					
Noise Act 1996					
Charges made for the seizure, removal and detention of equipment.					
Storage fee (total)			£140.00	£147.00	
HMO Licensing					
Minor Amendments to Licence e.g. change of owners address		Each change	£20.00	£21.00	
Discount for accredited landlords			10%	10%	
Revocation of licence / no longer licensable / refuse to licence / numbers of occupants reduced by conditions on licence. Once application submitted for specified number of lettings, costs have been incurred in processing application, draft and/or full licence			No refund	No refund	
Licence holder changing nominated manager (manager has to complete a Fit & Proper Person declaration)		Per request	£60.00	£63.00	
Change in Licence holder is treated as a new application			(see above)	(see above)	
Pest Control					
Rats			£125.00	£128.00	
Mice			£125.00	£128.00	
Wasps			£60.00	£62.00	
Call out fee for advice (refundable against the full cost of treatment)			£21.00	£22.00	
Discount for residents receiving Means Tested Benefits			35% of relevant treatment fee	35% of relevant treatment fee	
Foundation Certificate in Food Hygiene Courses					
Per person		Each	£79.00	£79.00	
Registered Charities		Each	£67.50	£67.50	
Council Services		Each	£56.50	£56.50	
Health and Safety at Work Courses					
Foundation Certificate in Food Hygiene Courses examination resit		Each	£31.50	£31.50	
Foundation Certificate in Food Hygiene Course - Update		Each	£50.50	£50.50	
Foundation Certificate in Food Hygiene Group Courses (14 - 20 candidates)		Per session	£1,098.00	£1,098.00	
Copy of entry/entries in Register of Food Premises					
Single entry		Each	£5.75	£6.00	
Full copy of register		Each	£737.00	£774.00	
Unsound Food (Business and Commercial premises) - collection and disposal			Actual cost + 30% admin fee	Actual cost + 30% admin fee	
Food Export Certificates			£63.00	£66.00	
Fresh Fish Inspection			1 ECU Equivalent	1 ECU Equivalent	

SERVICE	VAT	UNIT	Charges 2011/2012	Proposed Charges 2012/2013	COMMENTS (If Applicable)
Sampling of Private Water Supplies (Private Water Supplies Regulations 1991)			Full analysis plus £78 per sampling visit	Full analysis cost plus £81.50 per sampling visit	
Pollution Prevention and Control Act 1999					
Type of Process					
Application Standard		each	£1,579	£1,579	Statutory fee set by DEFRA
Application Reduced fee		each	£148	£148	Statutory fee set by DEFRA
Application Petrol vapour I&II		each	£246	£246	Statutory fee set by DEFRA
Application Vehicle refinishers		each	£346	£346	Statutory fee set by DEFRA
Application Mobile screening and crushing plant for 1st and 2nd permits		each	£1,579	£1,579	Statutory fee set by DEFRA
Fee operating without a permit		each	£1137 Standard £68 reduced fee	£1137 Standard £68 reduced fee	Statutory fee set by DEFRA
Late payment fee		each	£51	£52	Statutory fee set by DEFRA
Annual subsistence charge					Statutory fee set by DEFRA
Standard		each	Low £739,Med £1111 High risk £1673	Low £739,Med £1111 High risk £1674	Statutory fee set by DEFRA
Reduced fee		each	Low £76,Med £151 High risk £228	Low £76,Med £151 High risk £229	Statutory fee set by DEFRA
Petrol vapour I&II		each	Low £108,Med £216 High risk £327	Low £108,Med £216 High risk £328	Statutory fee set by DEFRA
Vehicle refinishers		each	Low £218,Med £349 High risk £525	Low £218,Med £349 High risk £526	Statutory fee set by DEFRA
Mobile screening and crushing plant for 1st and 2nd permits		each	Low £618,Med £989 High risk £1485	Low £618,Med £989 High risk £1486	Statutory fee set by DEFRA
Standard Transfer and substantial change		each	£162 transfer £1005 substantial change	£162 transfer £1005 substantial change	Statutory fee set by DEFRA
Reduced fee Transfer and substantial change		each	£45 Partial transfer £75 new operator Substantial change £99	£45 Partial transfer £75 new operator Substantial change £100	Statutory fee set by DEFRA
Adopt a tube scheme p/a			£120.00	£126.00	
Contaminated Land Enquiries					
Basic enquiry		Each	£42.00	£44.00	
Inquiry including historical land use data		Each	£94.00	£98.00	
General Licensing Fees Note: The fees set for animal licensing are influenced by those of the Corporation of London whose vets inspect these premises					
Animal Boarding Establishments - Home based "sitting" services (ABE Act 1963)					
New licence		Each	£162.00	£169.00	
Renewal licence		Each	£45.00	£46.00	
Performing Animals (Performing Animals (Regulations) Act 1925)					
Certificate		Each	£16.00	£16.75	
Pet Shops (Pet Animals Act 1951)					
Reduced fee pet shop licence limiting trading to no more than 2 weeks per year (Renewal)		Each	£29.00	£30.00	
Zoo (Zoo Licensing Act 1981)		Each	Costs incurred plus administrative on-cost of 30%	Costs incurred plus administrative on-cost of 30%	
Riding Establishments (Riding Establishments Acts 1964-70)					
New licence		Each	£673.00	£706.00	
Licence for Massage and Special Treatments (including cosmetic skin piercing)					
Band A - Low risk and non-invasive treatments, including manicure, pedicure, ear and nose piercing using a single use piercing gun designed for the purpose, and sun beds					
New licence		Each	£208.00	£213.00	
Renewal licence		Each	£172.00	£176.00	
Band B - medium risk non-invasive treatments including some beauty treatments and therapeutic treatments, head, neck and below the knee massage.					
New licence		Each	£281.00	£287.00	
Renewal licence		Each	£253.00	£259.00	

SERVICE	VAT	UNIT	Charges 2011/2012	Proposed Charges 2012/2013	COMMENTS (If Applicable)
Band C - Higher risk or invasive treatments, including body massage (other than described in Band B), electrolysis, acupuncture, tattooing, saunas and laser/intense pulsed light treatments.					
New licence		Each	£430.00	£439.00	
Renewal licence		Each	£359.00	£367.00	
Transfer and Variation Fee (where a variation takes the licence into a higher band then the full fee pro-rata will be payable)					
Band A		Each	£45.50	£47.00	
Band B		Each	£79.00	£81.00	
Band C		Each	£118.00	£121.00	
Additional licensing fee for Laser Removal of hair and intense pulsed light treatments		Each	£61.00	£63.00	
Administration fee on all aborted licence applications		Each	10 percent	10 percent	
Cemetery and Crematorium					
<u>A. Burials for LBB Residents:</u>					
Class 'A' 7'6" x 3' 6"		Each	£4,099.00	£4,304.00	
Class 'B' 6'6" x 2' 6"		Each	£1,998.00	£2,098.00	
Half size grave for burial of ashes or children under 3 years of age.					
Class 'A'		Each	£1,878.00	£1,972.00	
Class 'B'		Each	£857.00	£900.00	
Interment Fees (public interments)					
Children under 10 years of age		Each	£81.00	£85.00	
Stillborn children		Each	£59.50	£62.50	
<u>B. Burials for Non-LBB Residents:</u>					
Class 'A' 7'6" x 3'6"		Each	£7,846.00	£8,239.00	
Class 'B' 6'6" x 2' 6"		Each	£4,137.00	£4,344.00	
Half size grave for burial of ashes or children under 3 years of age.					
Class 'A'		Each	£3,560.00	£3,738.00	
Class 'B'		Each	£1,710.00	£1,796.00	
Interment Fees (all classes of private interments)					
Persons over 10 years of age (single depth)		Each	£1,019.00	£1,070.00	
Burial of Ashes in to a private grave with movement of memorial/landing (at minimum depth)		Each	£499.00	£524.00	
<u>D. Erecting new monuments, grave stones and tablets for the right to erect or place on private graves (including first inscription)</u>					
d. In the form of a Vase, Tablet or Wooden Cross		Each	£70.50	£74.00	
<u>E. Annual Planting and General Attention of Private Graves (per single grave space)</u>					
Turfing or Moulding (No maintenance)		Each	£70.50	£74.00	
<u>F. Transfer of Grave Ownership</u>					
By Probate, Letters of Administration, or Private Statutory Declaration		Each	£60.00	£63.00	
By Assignment, Assent, Hendon Statutory Declaration or Renunciation		Each	£100.00	£105.00	
<u>G. Cremation Fees</u>					
Children still born - 1 month		Each	No Charge	No Charge	
<u>H. Memorials</u>					
Columbarium Niche (35 year lease)		Each	£981.50	£1,031.00	
Lily Pond tablet with inscription (35 year lease)		Each	£815.00	£856.00	
Large commemorative tablet with inscription		Each	£2,252.00	£2,365.00	
Cloister tablet with inscription		Each	£1,657.00	£1,740.00	
Wall tablet in Book of Remembrance Hall with inscription		Each	£714.00	£750.00	
<u>K. Chapel Hire and Organist Fees</u>					
Use of Chapel for additional ½ hour Service		Each	£100.00	£105.00	

SERVICE	VAT	UNIT	Charges 2011/2012	Proposed Charges 2012/2013	COMMENTS (If Applicable)
Regeneration					
Head of Service		Per hour	£80.00	£84.00	
Principal Project Manager		Per hour	£63.00	£66.15	
Senior Project Manager		Per hour	£56.90	£59.75	
Assistant Project Manager		Per hour	£41.60	£43.68	
Programme & Skills Manager		Per hour	£49.65	£52.13	
Skills Development Coordinator		Per hour	£40.60	£42.63	
Project Support Officer		Per hour	£25.15	£26.41	
Housing					
Leasehold management charges					
Pre-assignment enquiries from leaseholders			£235.00	£245.00	
Admin charge for Deeds of Variation			£105.00	£110.00	
Admin charge for enfranchisement/lease extensions			£235.00	£245.00	
Licences for alteration approvals (where allowed by lease)			£125.00	£130.00	
Rechargeable works					
Reglazing, carpentry and plumbing, etc, due to tenant damage or neglect, etc. Unblocking wastes, resetting electrical trips/mending main fuses where due to faulty tenant appliance			Actual cost plus £26 Admin fee for repeat calls only	Actual Cost plus £27.00 Admin Fee for repeat calls only	
Community Centres					
Rooms Accommodating					
51-100 people weekdays		Per hour	£30.00	£31.50	
51-100 people weekends		Per hour	£40.00	£42.00	
101-150 people weekdays		Per hour	£31.00	£32.50	
101-150 people weekends		Per hour	£41.00	£43.00	
152 –200 people weekends		Per hour	£49.00	£51.00	
All hirers of letting rooms must maintain adequate public liability insurance. Proof of such insurance cover must be provided to the council prior to the booking being accepted. Alternatively cover will be provided by the council, at a premium of 5.25% of the letting fee that includes the necessary insurance premium tax.					
The following discounts apply:					
Scale 1	No Discount				
Scale 2	25% Discount for Recreational users including religious meetings, art, drama, dance and sport				
Scale 3	50% Discount for Education and Health users and councillors surgeries				
Scale 4	70% Discount for Tenant & Leaseholder meetings and youth organisations				
Building Control					
Building Control Publications					
Building Regulations - Additional copies of decision notices/completion certificates on full plans applications, building notices and regularisations	N		£85.00	£70.00	
Completion certificates ordered with a building notice			£30.00	£31.50	
Dangerous Structures					
Cost recovery, in accordance with The London Building Acts 1939 . Dangerous Structure			Cost recovery	Cost recovery	
Demolition					
Correspondence requiring research to answer					
per question per address	N		£85.00	£70.00	
Reproduction of maps/drawings					
A1-A0	N		£17.00	£17.85	
A2	N		£12.00	£12.60	
A3	N		£7.50	£7.88	
A4	N		£6.00	£6.30	
Photocopying					

SERVICE	VAT	UNIT	Charges 2011/2012	Proposed Charges 2012/2013	COMMENTS (If Applicable)
A3	N		£2.85	£2.99	
A4	N		£1.40	£1.47	
Highways					
Unlicensed Skip found on the highway	N	Each	£250.00	£262.50	
Site inspection charge Skips	N	Each	£50.00	£52.50	
Consideration of a request to construct a vehicle crossover, where works are arranged by the authority via the highways term contractor, but in conjunction with the council's planned footway works programme	N	Each	£100.00	£105.00	
Consideration of an application for a licence to erect or retain on or over a highway any scaffolding or other structure	N	Each	£150.00	£157.50	
Consideration of an application to erect a hoarding or fence and site inspections to monitor compliance	N	Each	£150.00	£157.50	
Consideration of a request to construct works, cellars, cranes, portacabins, temporary crossovers, vaults or pavement lights under or on a street	N	Each	£150.00	£157.50	
Consideration of an application to temporarily deposit materials in a street or to make an excavation in it and the undertaking of site inspections to monitor compliance	N	Each	£150.00	£157.50	
Vehicle Crossover - Processing and monitoring of Crossover applications and works under possible alternative arrangements where works are arranged by residents rather than the Authority.	N	Each	£350.00	£367.50	Charge includes for an initial site visit on receipt of a crossover application, granting or refusing application, further site visits as required to monitor the works carried out and issuing a completion certificate.
Vehicle Crossover - On occasions where it is necessary for obstructions to be considered for removal in order for a crossover to be constructed such as a tree or lighting column, thereby necessitating a site visit by a tree officer/lighting engineer.	N	Each	£100.00	£105.00	
Rechargeable construction Works - Vehicle Crossovers, Street Lighting, Highway Construction, Sign supply and installation etc.	N	Each	Cost + 40%	Cost + 40%	
Vehicle Crossover White Line Re-marking existing faded lines	N	Each	£100.00	£105.00	Charge includes for up to 5 metres - Each additional metre is charged at £21.
Section 50 Street works licence	N	Per licence	£275.00	£275.00	
Section 50 inspections	N	Per licence	£161.00	£169.00	This is a one off charge for carrying out inspections in accordance with NRSWA 1991.
Memorial seat 6' with inscribed bronze plaque	N	Each Bench	£962.00	£1,010.00	Increase to include the maintenance during the life expectancy of the bench. This would normally be 10 to 15 years.
Works directed under the Highways Act 1980 and the Town & Country Planning Act 1990: Pre-application initial meeting to discuss proposed developments.	N	Each	£500.00	£525.00	
Works directed under the Highways Act 1980 and the Town & Country Planning Act 1990: Pre-approval meeting to discuss the scope of adoptable highway works in connection with new roads within proposed developments	N	Hourly Rate	Up to Snr Eng £110 Above Snr Eng £170	Up to Snr Eng £115.50 Above Snr Eng £178.50	
The alteration of parking layout through Traffic Management Order (TMO) processes. Charge covers the public consultation, advertising and one TMO alteration	Y	Each	£1,700.00	£1,785.00	
Enquiries on Highway matters requiring an official response. To cover all enquiries including GIS, Traffic Management Order, traffic schemes, accident data, rights of way and similar	N	Each	£180.00	£189.00	

SERVICE	VAT	UNIT	Charges 2011/2012	Proposed Charges 2012/2013	COMMENTS (If Applicable)
Works directed under the Highways Act 1980 and the Town & Country Planning Act 1990: Pre-application advise following initial meeting to discuss proposed developments.	N	Hourly Rate	Up to Snr Eng £110 Above Snr Eng £170	Up to Snr Eng £115.50 Above Snr Eng £178.50	
Section 38, 278 and 106 Highway Work : Technical approval of highway layout & construction details and the supervision of adoptable highway works in connection with new estate roads offered for adoption	N	Each	12%, 15.5% and 20.5%	12%, 15.5% and 20.5%	These works are carried out under Section 38 / 278 of the Highways Act 1980 and / or Section 106 of the Town and Country Planning Act by Agreement. See Note 5. Highest percentage figure used when works cost in under £400,000. Lowest percentage used when works cost £1m to £2m. When works cost over £2m they are subject to individual negotiation
Minor Offsite Highways Work : Technical approval of highway layout & construction details and the supervision of highway works on the public highway for minor offsite highways work necessitated by the new development	N	Each	£2,488.00	£2,612.50	
Highway Licences : Processing of Licences under the Highways Act 1980 on new developments (i.e. under Sections 142;177;179;181 etc.)	N	Each	£3,117.00	£3,273.00	
Processing of Stopping Up Order Under Section 247 of Town & Country Planning Act 1990	N	Each	£4,067.00	£4,270.50	
Processing of Stopping Up Order Under the Highways Act 1980	N	Each	£6,391.00	£6,710.50	
Works directed under the Highways Act 1980 and the Town & Country Planning Act 1990: Pre-application advise following initial meeting to discuss proposed developments.	N	Hourly Rate	Up to Snr Eng £110 Above Snr Eng £170	Up to Snr Eng £115.50 Above Snr Eng £178.50	
Processing of Notification for Transport for London approval under TMA 2004	N	Each	£3,117.00	£3,273.00	
Rechargeable Works					
Anything done to restrict or prohibit traffic on a road in order to carry out works on or near the road. Includes making temporary traffic orders, advertising, providing notification of the restrictions and making, erecting, maintaining diversion signs, barriers etc. to implement the road closure and removal thereof	N	Per order	£3,354.00	£3,522.00	Fixed fees for making temporary traffic orders to be charged are £500.00 for activities covered in the Coordination Code of Practice Para 7.3.21 & 22. Includes for maintaining signs for 3 months. Additional charges to apply beyond 3 months. Includes for up to 6 signs - additional charge of £500.00 per sign thereafter.
Anything done to temporarily restrict or prohibit traffic in order to carry out works on or near the road. Includes site meetings, making and advertising temporary traffic orders and erecting street notice. Excludes signs/road markings	N	Per order	£1,625.00	£1,700.00	Fixed fees for making temporary traffic orders to be charged at £350.00 for activities covered in the Coordination Code of Practice Para 7.3.21 & 22.
Consideration of a request to place a traffic sign to indicate the route to specified land or premises and the placing of such a sign	N	Per Sign	£291.00	£305.50	
Provide traffic flow data from automatic traffic counters or previously conducted manual counts	N	Each	£350.00	£367.50	

Greenspaces	VAT	Unit	Charges 11/12	Proposed charges 12/13	Comments
Memorial Tree (Standard 45/65 litre, 12-14cm girth)	N	per item	£325 - £500	£341 - £525	
Memorial Bench (Standard wooden or metal)	N	per item	£780 - £1,685	£819 - £1769.00	
Greenspaces - Pitches and lettings					
Cricket season adult (inc pavilion)	N	Based on a 20 week season	£1,236.00	£1,298.00	
Cricket season junior (inc pavilion)	N	Based on a 20 week season	£618.00	£649.00	

SERVICE	VAT	UNIT	Charges 2011/2012	Proposed Charges 2012/2013	COMMENTS (If Applicable)
Football casual junior (inc pavilion)	Y	Game	£43.50	£45.50	
Football season adult (inc pavilion)	N	Based on a 30 week season	£1,175.00	£1,234.00	
Football season junior (inc pavilion)	N	Based on a 30 week season	£587.00	£616.50	
Football summer adult	Y	Game	£65.00	£68.00	
Football summer junior	Y	Game	£33.00	£34.50	
Gaelic season adult (inc pavilion)	N	Based on a 34 week season	£1,254.00	£1,316.50	
Gaelic season junior (inc pavilion)	N	Based on a 34 week season	£627.50	£659.00	
Rugby casual adult (inc pavilion)	Y	Game	£81.50	£85.50	
Rugby casual child (inc pavilion)	Y	game	£40.50	£42.50	
Rugby season adult (inc pavilion)	N	Based on a 34 week season	£1,449.00	£1,521.50	
Rugby season child (inc pavilion)	N	Based on a 34 week season	£754.00	£792.00	
Tennis per court - Adult	Y	hour	£6.00	£6.30	
Tennis per court - Junior	Y	hour	£3.00	£3.15	
Tennis per court - Adult & Junior	Y	hour	£4.50	£4.73	
Tennis per court - Coaching (Min. 10 bookings)	N	hour	£10.00	£10.50	
Tennis per court - Club/group bookings - OAP/Junior (Over 10 bookings VAT exempt)	Y/N	hour	£2.25	£2.36	
Greenspaces - Schools					
LBB Schools Cricket (inc pavilion)	N	Per game	£31.00	£32.50	
LBB Schools Football (inc pavilion)	N	Per game	£20.00	£21.00	
LBB Schools Rugby (inc pavilion)	N	Per game	£22.00	£23.00	
Non LBB Schools Cricket (inc pavilion)	Y/N	Per game	£33.00	£34.50	
Non LBB Schools Football (inc pavilion)	Y/N	Per game	£24.00	£25.00	
Non LBB Schools Rounders (inc pavilion)	Y/N	Per game	£21.00	£22.00	
Site hire (inc pavilion) for events/sports days etc	N	Per booking	£20.00	£21.00	
Greenspaces - Other bookings and services					
Postage - per set of keys return and or collection	N	Each	£10.00	£10.00	
Sports course bookings (no pavilion) 2hrs max per day	Y/N	Session (max 2 hours)	£20.00	£21.00	
Sports course bookings (no pavilion) over 2hrs per day	Y/N	Day	£50.00	£52.50	
Fitness programmes i.e. exercise classes. Min. 20 session booking	Y	1 hr sessions	£10.00	£10.50	
Sport markings - 200 m track	N	Each	£160.00	£168.00	
Sport markings - 400 m track	N	Each	£270.00	£283.50	
Additional markings (eg relay boxes, markers)	N	Per set	£20.00	£21.00	
Over mark for sports markings	N	Each	£30.00	£31.50	
Events					New Charges
Commercial event - Fun Fairs (up to 12 rides) and Private Functions	N	Day	£560.00	£588.00	-25% discount is applied to non-trading e.g. set and close down of the event - Events are priced by estimated attendance however prices may differ when spatial requirements need consideration
Commercial Events - size 1-100	N	Day	£250.00	£262.50	
- Event size 101-1,000	N	Day	£560.00	£588.00	
- Event size 1,001-2,500	N	Day	£750.00	£787.50	
- Event size 2,501-5,000	N	Day	£1,000.00	£1,050.00	
- Event size 5,000 +	N	Day	By Negotiation	By Negotiation	
Refuse - Collection and disposal of dead animals from private dwellings					
Charge for removal	Y	Each	£50.00	£52.50	
Refuse - Removal of graffiti from private and Commercial property					
Charge for 1st square metre	Y	1st Metre	£50.00	£52.50	
Refuse - Collection of furniture and rubbish from domestic premises					

SERVICE	VAT	UNIT	Charges 2011/2012	Proposed Charges 2012/2013	COMMENTS (If Applicable)
Prepaid charge for removal of up to 15 bags	N	Each	£56.00	£57.00	
Electrical items	N	Each	£41.00	£43.00	
Refuse - Household waste wheeled bins					
Request for initial 240 ltr bin	N	Each	£31.00	£32.50	
Request for Initial 660 ltr bin per 3 flats	N	Each	£222.00	£233.00	
Request for replacement 240 ltr green waste bin	N	Each	£31.00	£32.50	
Request for additional 240 ltr green waste bin	N	Each	£51.00	£53.50	
Request for additional 660 Litre bin per 3 flats	N	Each	£258.00	£271.00	
Request for initial 720 ltr bin 3/4 flats	N	Each	£357.00	£375.00	
Request for additional 720 ltr bin 3/4 flats	N	Each	£536.00	£563.00	
Request for Initial 940 ltr bin per 4 flats	N	Each	£340.00	£357.00	
Request for additional 940 ltr bin per 4 flats	N	Each	£510.00	£535.50	
Request for initial 1100 ltr bin per 5 flats	N	Each	£377.00	£396.00	
Request for additional 1100 ltr bin per 5 flats (always with lid)	N	Each	£626.00	£657.50	
Trade Waste					
Compactor Skip: Annual charge for one collection per week	Y	Each	£7,075.00	£7,429.00	Charge does NOT incl. provision of skips
Charge for single occasion (Compactor Skip)	Y	Each	£177.50	£186.00	Charge does NOT incl. provision of skips
Trade special collections : initial 30 mins	Y	Each	£83.00	£87.00	
Trade special collections : Subsequent 30 mins	Y	Each	£61.00	£64.00	
Trade Waste charges for external clients					
charge for single occasion(open skip)	Y	Each	£222.00	£233.00	
Parking Permits					
Resident Permit (first)	N	Each	£100.00	£105.00	
Resident Permit (second)	N	Each	£125.00	£130.00	
Resident Permit (third)	N	Each	£150.00	£155.00	
Visitor Vouchers	N	Batch	£48.00 per batch of 12	£50.00 per batch of 12	
Amendments to existing permit	N	Per Application	£20.00	£21.00	
Permit refunds	N	Per Application	£20.00	£21.00	
Green residents permit	N	Each	£50.00	£52.50	
Three month temporary permit	N	Each	£240.00	£252.00	
Housing Permit (first)	N	Each	Free	Free	
Housing Permit (second)	N	Each	£40.00	£42.00	
Housing Permit (third)	N	Each	£70.00	£73.00	
Doctors Permit	N	Each	£200.00	£200.00	
Community Permit (first)	N	Each	£100.00	£100.00	
Community Permit (second)	N	Each	£125.00	£125.00	
Community Permit (Third)	N	Each	£150.00	£150.00	
Carers Permit	N	Each	Free	Free	
Designated Disabled Bay Permit	N	Each	Free	Free	
Representative Support Permits	N	Each	Free	Free	
Hatzola Permit	N	Each	N/A	Free	
Suspensions	N	Per suspension	£60 per space per day	£63 per space per day	
Business permit - Weekly	N	Each	£25.00	£26.00	
Business permit - Monthly	N	Each	£70.00	£73.50	
Business permit - Annually (Spec Reg)	N	Each	£500.00	£525.00	
Business Permit - Annually (Any Reg)	N	Each	£800.00	£840.00	
Car Parks	Y	Per Visit	Varies	5%	5% increase on each tariff band
Trading Standards and Licensing					
Weights and Measures					
Linear Measure not exceeding 3m for each scale	N	Each	£12.00	£12.50	
Capacity measures (without divisions or sub divisions) (not exceeding 1 L)	N	Each	£12.00	£12.50	
Cubic Ballast measures (other than brim measures)	N	Each	£182.00	£191.00	
Other types					
1 meter test	N	Each	£139.00	£146.00	
2 meter tests	N	Each	£230.00	£241.50	
3 meter tests	N	Each	£288.00	£302.50	
4 meter tests	N	Each	£363.00	£381.00	

SERVICE	VAT	UNIT	Charges 2011/2012	Proposed Charges 2012/2013	COMMENTS (If Applicable)
5 meter tests	N	Each	£438.00	£460.00	
6 meter tests	N	Each	£518.00	£544.00	
7 meter tests	N	Each	£599.00	£629.00	
8 meter tests	N	Each	£673.00	£706.50	
Weighing instruments					
<15kg	N	Each	£44.00	£46.00	
15 - <100kg	N	Each	£59.00	£61.75	
100kg - ,250kg	N	Each	£83.00	£87.00	
250 -< 1 tonne	N	Each	£134.00	£140.50	
1 tonne - < 10 tonne	N	Each	£180.00	£189.00	
10 tonne - < 30 tonne	N	Each	£374.00	£392.50	
30 tonne - < 60 tonne	N	Each	£574.00	£602.50	
Measuring equipment for measuring liquid fuels in excess of 100L dispensed from road tankers					
Meter measuring system					
Wet hose type, based on 2 liquids being used for testing	N	Each	£189.00	£198.50	
Dry hose type, based on 2 liquids being used for testing	N	Each	£204.00	£214.00	
Dipstick measuring system					
> 7600L	N	Each	£173 plus £86 per officer hour	£181.50 plus £90.50 per officer per hour	
Initial dipstick	N	Each	£22.00	£23.00	
Spare dipstick	N	Each	£22.00	£23.00	
Other weighing or measuring equipment					
For examining, adjusting, testing, stamping, authorising, waiting/downtime (at the cause of the customer) outside of office hours	N	Per officer hour	£171.00	£179.50	