

1. **SCALE OF FEES AND CHARGES**

Submitted by: Executive Director – Resources and Support Services

Portfolio: Finance and Resources

Ward(s) affected: All

Purpose of the Report

To obtain approval for the proposed scale of fees and charges to apply from 1 April 2015.

Recommendation

- (a) That the fees and charges proposed to apply from 1 April 2015, as set out in Appendix 1 be approved and be submitted to the Finance, Resources and Partnerships Scrutiny Committee for comment.

Reasons

It is necessary to review the fees and charges which the Council makes in order to keep them in line with the cost of service provision, ensure compliance with the Charging Policy and to establish the amounts to be included in the 2015/16 budget.

1. **Background**

- 1.1 The Cabinet is asked annually to consider proposals for the fees and charges to be applied during the following financial year. It is proposed that the new fees and charges set out at Appendix 1 should take effect from 1 April 2015 and remain in force until 31 March 2016.
- 1.2 The Council has an approved Charging Policy (the most recent version of which was approved by Cabinet on 10th September 2014), which is followed when fees and charges are proposed and agreed. This sets out the criteria that should be taken into consideration when establishing the amounts to be charged.

2. **Issues**

- 2.1 The preparation of the 2015/16 budget assumes an overall 2% increase in the amount of income raised from fees and charges in 2015/16 in line with assumptions about the rate of inflation over the period that these charges will be in force, reflecting the real increases in costs being incurred by services.
- 2.2 The proposals made by Heads of Service vary between a freeze in fees and charges, to significant increases. When these increases are applied to the appropriate income budgets it is evident that a shortfall of approximately £27,000 exists in comparison to the assumed overall 2% increase. This shortfall, incurred as a result of below inflation increases and freezes in fees and charges (i.e. car parks and markets), will be addressed as an additional pressure in the 2015/16 preparation process.
- 2.3 Most of the fees and charges are inclusive of VAT but in some cases no VAT is chargeable or VAT is added to the fee or charge. The VAT status of individual fees and charges is shown in Appendix 1.

- 2.4 When considering the level of fees and charges the principles contained in the Charging Policy, as approved by Cabinet on 10th September 2014, should be followed.
- 2.5 In drawing up the proposed fees and charges for 2015/16 these have been considered by Heads of Service who were provided with a copy of the Charging Policy and were requested to ensure that their charges were set in accordance with the Charging Policy, taking into account:
- The cost of providing the service
 - How much income it is desired to generate and why
 - Comparison of charges made by other Councils or providers of similar services
 - Whose use of services it is desired to subsidise and by how much
 - Whose behaviour it is desired to influence and in what ways
 - How will charges help to improve value for money, equity and access to services
 - Will the cost of collecting the income outweigh the income likely to be collected
 - Any other relevant factors
- 2.6 It is acceptable for charges to be set at a level where costs are not fully recovered. There may be particular reasons for doing so, such as a desire to encourage take up of a service by specified groups, for example the unemployed, benefits recipients, the elderly, disabled persons or children, or to influence particular forms or patterns of behaviour.
- 2.7 The decision to charge less than cost ought to be a conscious one, taken by members and justified by reference to the reasons for setting charges at less than cost as set out in the charging principles contained in section 5 of the Charging Policy. These principles are shown in Appendix 2.
- 2.8 The Scale of Fees and Charges (Appendix 1) shows the current and proposed fees and charges for 2015/16 and indicates those which have been frozen at current levels.
- 2.9 There are a number of new charges proposed for 2015/16. The table below shows these:

New Charges - Description of Charge	Fee/Charge 2015/16 £.p
CEMETERIES	
Columbarium	
10 year lease including 1 st internment	500.00
2 nd internment	70.00
Renewal of 10 year lease	250.00
Additional 5 year lease	250.00
DOG WARDEN SERVICE	
Event equipment hire	10% of cost
ENVIRONMENTAL HEALTH	
Commercial Hire of Monitoring Equipment (Excluding Carriage)	
Salamander Gasclam & user software (per 7 days)	220.00
Phocheck PID (per 7 days)	130.00
GA2000 portable landfill gas analyser (per 7 days)	130.00
Bruel & Kjaer Matron 2250 sound level meter, with sound recording & 1/1 & 1/3 octave frequency analysis module & calibration certificate	200.00
Outdoor gear for use with matron 2250 (per 7 days)	45.00
Bruel & Kjaer Matron Type 4231 Calibrator with calibration certificate (per 7 days)	10.00

GARDEN WASTE RECYCLING (ADDITIONAL SERVICE) Delivery of new additional garden waste bin in addition to sticker	24.00
LEISURE CHARGES KIDSGROVE SPORTS CENTRE Swimming lessons Adult swimming lesson (per 30 minutes) – minimum 6 week course	8.00
JUBILEE 2 Climbing Pre-school climb (3-5 year olds)	1.25
Parent & child climb	6.35
Instructed party session – up to 18 people – 90 minutes	180.00
Gym Student membership – off peak – no contract – per month	21.00
Student membership – peak – no contract – per month	28.00
Replacement technogym key (new key)	10.00
Replacement technogym key (used key)	5.00
Technogym key (corporate members)	10.00
Swimming lessons Adult swimming lesson (per 30 minutes) – minimum 6 week course	8.00
Bowls Chesterton Bowling Club – per season	730.00
Wolstanton Marsh Bowling Club – per season	1,140.00
Queen Elizabeth Bowling Club – per season	790.00
Westlands Bowling Club – per season	3,140.00
Knutton Bowling Club – per season	645.00
Wolstanton Park Bowling Club – per season	1,555.00
MUSEUM & ART GALLERY Hire of meeting room – half day – community/charity rate	16.00
Hire of meeting room – full day	45.00
Hire of meeting room – full day – community/charity rate	30.00
Open art registration – per item under 16	1.00
Winter wonders – adult sessions (for a maximum of 12 persons)	35.00
Visit to Father Christmas	4.00
PEST CONTROL Squirrel control – prepayment (per 4 visits)	100.00

2.10 A number of the new fees and charges are to be made where no charge was previously made for the service concerned (e.g. Cemetery columbarium, Dog Wardens event equipment hire, Environmental Health commercial hire of monitoring equipment and Green Waste Recycling additional bins). In the instance of the Museum and Art Gallery a number of new fees and charges are put forward as a means of targeting particular types of customers by offering a more flexible pricing structure, thereby seeking to increase use of the service and therefore income.

2.11 A number of bowling clubs have taken on the management of the Councils bowling greens, rather than charge each individual member of the bowling clubs for season tickets a charge is now recommended to be made to the bowling club.

2.12 In respect of Jubilee 2 and Kidsgrove Sports Centre a number of new fees and charges are recommended (a number of existing fees and charges have been deleted). This is predominantly to encourage greater take up of certain activities following an evaluation of current user numbers and to simplify the pricing structures that are currently in place.

2.13 A number of fees and charges approved for 2014/15 have been deleted from the proposed fees and charges for 2015/16. The table below shows these:

Deleted Charges - Description of Charge	Fee/Charge 2014/15 £.p
ALLOTMENTS Rent (per annum) Lyme Valley Organic Site	60.00
CAR PARKS Charges for infringements Wheel clamping release fee	50.00
ENVIRONMENTAL HEALTH Environmental Offences – Fixed Penalty Notices Street Litter Control & Litter Clearing Notices - Section 94A(2) - paid in 10 days Street Litter Control & Litter Clearing Notices - Section 94A(2) - paid in 14 days Graffiti & Fly Posting - S43 Anti-Social Behaviour Act 2003 - paid in 10 days Graffiti & Fly Posting - S43 Anti-Social Behaviour Act 2003 - paid in 14 days Nuisance Vehicles - Section 6(1) Clean Neighbourhoods & Environment Act 2005 Abandoning a vehicle - Section 2A Refuse Disposal (Amenity Act 1978)	75.00 100.00 75.00 100.00 100.00 200.00
Register of Food Premises Whole register Per entry Single classification Per entry Hard copy per entry	235.00 1.25 65.00 1.25 15.00
LEISURE CHARGES Coaching Charges One day coaching family (maximum 2 siblings) Two day coaching family (maximum 2 siblings) Three day coaching family (maximum 2 siblings) Football fun weeks family (maximum 2 siblings) Football fun weeks family (maximum 2 siblings) plus trip	13.00 26.00 39.00 65.00 80.00
KIDSGROVE SPORTS CENTRE Classes Trampoline classes per hour	4.70
Family Swimming Family swim 1 adult & 1 child Family swim 1 adult & 2 children Family swim 1 adult & 3 children	6.10 8.30 10.50
Swimming Lessons Adult swimming lesson (per 45 minutes) – lyme card	9.00

Fitness Classes Pool	
Aqua fit – standard	5.20
Aqua fit – lyme card	4.70
Aqua fit - concession	3.70
JUBILEE 2	
Climbing	
Group adult (minimum 4 people) – lyme card	4.20
Group junior (minimum 4 people) – lyme card	2.80
Student club climbing per session	2.50
Taster session adult – 30 minutes	7.00
Taster session junior – 30 minutes	3.50
One to one private instruction – 60 minute session	20.40
Per additional person (maximum 8) – 60 minute session	8.20
Gym	
Young person’s membership – 16-23 years in full time education or on a nationally recognised training programme – off peak – payable monthly	15.00
Technogym key deposit	10.00
Technogym key refund (fully refundable on return of key)	-10.00
Technogym key buy back (old jubilee pool member)	-3.00
Classes	
Anti natal – teaching pool	4.70
Post natal – teaching pool	4.70
Pre-Payment Classes	
Adult – lyme card (buy 10 get 1 free)	47.00
Junior/concession – lyme card (buy 10 get 1 free)	37.00
Junior – lyme card (by 10 get 1 free)	26.00
Family Swimming	
Family swim 1 adult & 1 child	6.10
Family swim 1 adult & 2 children	8.30
Family swim 1 adult & 3 children	10.50
Swimming Lessons	
Adult swimming lesson (per 45 minutes) – lyme card	9.00
Fitness Classes Pool	
Aqua gym – standard	5.20
Aqua gym – lyme card	4.70
Aqua gym - concession	3.70
Aqua fit – standard	5.20
Aqua fit – lyme card	4.70
Aqua fit - concession	3.70
Bowls	
Reissues of season ticket	25% of price
MARKETS	
Open market – extension to stall (per day)	3.45

PEST CONTROL Squirrel control – first hour – payment by invoice Squirrel control – per additional ¼ hour	83.00 20.00
PLANNING SERVICES Weekly lists – posted Weekly lists – collected	100.00 75.00
STREET TRADING Northbound layby A34 (per annum)	8,745.00
WAIVER PERMITS Parking waiver permit (day 1) Parking waiver permit (additional days exc. Sunday up to 7 days)	15.00 5.00

- 2.14 A number of non-enforceable fees and charges have been deleted. These include wheel clamping for car park infringements, waiver permits and environmental offences which have been repealed by the Anti-social Behaviour, Crime and Policing Act 2014.
- 2.15 Fees and charges previously made for Planning Services weekly lists and for the Environmental Health Register of Food Premises have been deleted. These are available to the public via freedom of information requests free of charge.
- 2.16 The Council recognises the need to promote and maintain economic activity within its town centres. The provision of car parking facilities, the level of charges made for parking, and the town centre market are factors which may influence the number of visitors, particularly to Newcastle town centre. Accordingly, fees charged at all of the Council operated car parks and stall fees for the town centre market are recommended to be frozen.
- 2.17 Due to the commercial sensitivity of the proposed charges for the trade waste service, these are not included on part 1 of the agenda and are exempt from publication by reasons of paragraph 3 of part 1 of schedule 12a of the Local Government Act 1972. The proposed charges can be found in part 2 of the agenda.

3. **Proposal**

- 3.1 That the fees and charges proposed to apply from 1 April 2015, as set out in Appendix 1 be approved and be submitted to the Finance, Resources and Partnerships Scrutiny Committee for comment.

4. **Reason for Preferred Solution**

- 4.1 Applying selective increases to fees and charges will enable economic activity to be promoted within the Borough. It will also contribute to the delivery of a sustainable budget for 2015/16 and later years and will help to keep fees and charges in line with the cost of service provision.

5. **Legal and Statutory Implications**

- 5.1 Statutory charges are included in the scale of fees and charges, and are noted as such. These are set by the government rather than by this Council. Land Charges and Licensing fees are set in accordance with a statutory requirement to balance income with expenditure. All other charges may be set by the Council in accordance with its Charging Policy.

6. **Financial and Resource Implications**

- 6.1 The approved levels of fees and charges will be incorporated in the General Fund Budget for 2015/16.
- 6.2 The Medium Term Financial Strategy (MTFS) assumes increased income of £113,000 from an average increase of 2% across the existing range of fees and charges.
- 6.3 The proposals made vary between a freeze in fees and charges, to significant increases. When these increases are applied to the appropriate income budgets it is evident that a shortfall of approximately £27,000 exists in comparison to the assumed overall 2% increase. This shortfall, incurred as a result of below inflation increases and freezes in fees and charges (i.e. car parks and markets), will be addressed as an additional pressure in the 2015/16 preparation process.

7. **Major Risks**

- 7.1 A major risk is that the current depressed economic situation leads to less demand from users of Council services, resulting in significant loss of income. The level of charges will in some cases influence this demand.

8. **Key Decision Information**

- 8.1 This is a key decision; it has been included in the Forward Plan.

9. **Earlier Cabinet/Committee Resolutions**

- 9.1 Last reviewed at Cabinet meeting on 15 January 2014.

10. **List of Appendices**

Appendix 1 - Proposed charges from 1 April 2015

Appendix 2 - Charging principles included in Charging Policy

Appendix 3 is Restricted

Scale of Fees and Charges 2015/16

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Page 1	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
ALLOTMENTS				Cabinet	No VAT
Rent (per annum) full plot	59.00	70.80	11.80	£77.88 2016/17	
Rent (per annum) half plot	29.50	35.40	5.90	£38.94 2016/17	
Note: 20% reduction for concessions					
BULKY RECYCLING SERVICE (Furniture Mine)				Cabinet	No VAT
1-3 Items non reusable/waste items	35.00	35.00	Freeze		
4-6 Items non reusable/waste items	55.00	55.00	Freeze		
7-9 Items non reusable/waste items	70.00	70.00	Freeze		
Additional items non reusable/waste items	10.00	10.00	Freeze		
Reusable items	Free	Free	Freeze		
BUS DEPARTURE CHARGES				Cabinet	Plus VAT
Fee per departure	0.16	0.18	0.02		
CAR PARKS					
Charges for Infringements				Parking Board	No VAT
Civic parking enforcement - higher charge	70.00	70.00	Freeze		
Civic parking enforcement - lower charge	50.00	50.00	Freeze		
Bankside				Cabinet	VAT Incl.
Season ticket - per quarter	150.00	150.00	Freeze		
Blackfriars (Zone C)				Cabinet	VAT Incl.
Up to 1 hour	0.80	0.80	Freeze		
Up to 2 hours	1.50	1.50	Freeze		
Up to 3 hours	2.00	2.00	Freeze		
Up to 4 hours	2.50	2.50	Freeze		
Up to 6 hours	3.00	3.00	Freeze		
6 hours to 24 hours	3.50	3.50	Freeze		
Season ticket - per quarter	150.00	150.00	Freeze		
Cherry Orchard (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	Freeze		
Up to 2 hours	1.90	1.90	Freeze		
Up to 3 hours	2.80	2.80	Freeze		
Up to 4 hours	4.00	4.00	Freeze		
4 hours to 24 hours	5.20	5.20	Freeze		
Season ticket - per quarter	230.00	230.00	Freeze		
Civic Offices - Saturdays Only (Zone A)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	Freeze		
Up to 2 hours	1.90	1.90	Freeze		
Up to 3 hours	2.80	2.80	Freeze		
Up to 4 hours	4.00	4.00	Freeze		
Corporation Street/Merrial Street (Zone A)				Cabinet	VAT Incl.
Up to 1/2 hour	0.80	0.80	Freeze		
Up to 1 hour	1.50	1.50	Freeze		
Goose Street (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	Freeze		
Up to 2 hours	1.90	1.90	Freeze		
Up to 3 hours	2.80	2.80	Freeze		
Up to 4 hours	4.00	4.00	Freeze		
4 hours to 24 hours	5.20	5.20	Freeze		

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Page 2	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Hassell Street (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	Freeze		
Up to 2 hours	1.90	1.90	Freeze		
Up to 3 hours	2.80	2.80	Freeze		
Up to 4 hours	4.00	4.00	Freeze		
4 hours to 24 hours	5.20	5.20	Freeze		
Season ticket - per quarter	230.00	230.00	Freeze		
Resident permit - per quarter	50.00	50.00	Freeze		
High Street (Rear of)				Cabinet	VAT Incl.
Season ticket - per quarter	150.00	150.00	Freeze		
King Street (Zone C)				Cabinet	VAT Incl.
Up to 1 hour	0.80	0.80	Freeze		
Up to 2 hours	1.50	1.50	Freeze		
Up to 3 hours	2.00	2.00	Freeze		
Up to 6 hours	3.00	3.00	Freeze		
6 hours to 24 hours	3.50	3.50	Freeze		
Season Ticket - per quarter	150.00	150.00	Freeze		
Midway (Zone A)				Cabinet	VAT Incl.
Up to 1/2 hour	0.70	0.70	Freeze		
Up to 1 hour	1.10	1.10	Freeze		
Up to 2 hours	2.10	2.10	Freeze		
Up to 3 hours	3.20	3.20	Freeze		
Up to 4 hours	4.25	4.25	Freeze		
Up to 24 hours	6.00	6.00	Freeze		
Season ticket - per quarter	230.00	230.00	Freeze		
Ryecroft (Zone B)				Cabinet	VAT Incl.
Up to 1/2 hour	0.70	0.70	Freeze		
Up to 1 hour	1.10	1.10	Freeze		
Up to 2 hours	2.10	2.10	Freeze		
Up to 3 hours	3.20	3.20	Freeze		
Up to 4 hours	4.25	4.25	Freeze		
Up to 24 hours	6.00	6.00	Freeze		
School Street (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	Freeze		
Up to 2 hours	1.90	1.90	Freeze		
Up to 3 hours	2.80	2.80	Freeze		
Up to 4 hours	4.00	4.00	Freeze		
4 hours to 24 hours	5.20	5.20	Freeze		
Season ticket - per quarter	230.00	230.00	Freeze		
Silverdale Road (Zone C)				Cabinet	VAT Incl.
Up to 1 hour	0.80	0.80	Freeze		
Up to 2 hours	1.50	1.50	Freeze		
Up to 3 hours	2.00	2.00	Freeze		
6 hours to 24 hours	3.50	3.50	Freeze		
Season ticket - per quarter	150.00	150.00	Freeze		
Resident permit - per quarter	50.00	50.00	Freeze		
Windsor Street (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	Freeze		
Up to 2 hours	2.00	2.00	Freeze		
Season ticket - half hour after school	3.00	3.00	Freeze		

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Page 3	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
CEMETERIES					
Interment Fees					
Under 16 years of age	Free	Free	Freeze	Cabinet	No VAT
16 years & over	750.00	784.00	34.00		
Woodland burial - Keele Cemetery (1 full interment only per grave)	400.00	418.00	18.00		
Cremated remains at 2 feet	328.00	343.00	15.00		
Woodland burial cremated remains at 2 feet - Keele Cemetery (4 interments only per grave)	322.00	343.00	21.00		
Additional depth over 2 feet	117.00	122.00	5.00		
Additional depth over 6 feet per foot	126.00	132.00	6.00		
Purchase of Graves (Inclusive of right to erect a memorial for a single grave)					
Lawn graves/reservation	1,011.00	1,056.00	45.00	Cabinet	No VAT
Woodland grave/reservation - Keele Cemetery (1 full interment only per grave plus memorial tree)	745.00	778.00	33.00		
Cremated remains graves/reservation	500.00	522.00	22.00		
Woodland grave cremated remains at 2 feet/reservation - Keele Cemetery (4 interments only per grave plus memorial shrub)	500.00	522.00	22.00		
Reservation of shrubbery cremated remains grave/reservation - Keele Cemetery (1 full interment only per grave plus shrub)	500.00	522.00	22.00		
Renewal of exclusive right of burial & memorialisation (full grave)	500.00	500.00	Freeze		
Renewal of exclusive right of burial & memorialisation (cremated remains grave)	250.00	250.00	Freeze		
Transfer of ownership of exclusive rights of burial & memorialisation	83.00	83.00	Freeze		
Duplicate deed of exclusive rights of burial & memorialisation	41.00	43.00	2.00		
Erection of Memorials Where no Prior Right Was Given					
Memorial not exceeding 3 feet in height	123.00	128.00	5.00	Cabinet	No VAT
Replacement memorial	42.00	44.00	2.00		
Columbarium					
10 year lease including 1st interment	New	500.00	n/a	Cabinet	No VAT
2nd interment	New	70.00	n/a		
Renewal of 10 year lease	New	250.00	n/a		
Additional 5 year lease	New	250.00	n/a		
Use of Chapel & Community Room					
Newcastle cemetery chapel	70.00	73.00	3.00	Cabinet	No VAT
Keele community room - service	70.00	73.00	3.00		
Keele community room - full day hire	100.00	75.00	-25.00		
Keele community room - half day hire	50.00	40.00	-10.00		
Keele community room - per hour hire	15.00	15.00	Freeze		
Keele community room - evening per hour	20.00	20.00	Freeze		
Private Maintenance of Grave Non-Lawn Types Only					
Turfing	41.00	43.00	2.00	Cabinet	No VAT
Spring/summer planting & maintenance	86.00	90.00	4.00		

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Page 4	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Sundry Items				Cabinet	VAT Incl.
Single abstract information from registrar	58.00	62.00	4.00		
Family history research	19.00	20.00	1.00		
Caskets	70.00	73.00	3.00		
Wooden cross	40.00	42.00	2.00		
Memorial benches	612.00	627.00	15.00		
Memorial benches - maintenance by request (cleaning & staining)	150.00	150.00	Freeze		
Memorial trees	306.00	320.00	14.00		
Barrier fob replacements	10.00	10.00	Freeze		
CREMATORIUM					
Cremation Fees				Cabinet	No VAT
Under 16 years of age	Free	Free	Freeze		
16 years & over 9.20am service time only	400.00	400.00	Freeze		
16 years & over from 10am	564.00	589.00	25.00		
Cremation environmental charge	59.00	62.00	3.00		
Use of TV for DVD photographs (3-5 minutes)	20.00	20.00	Freeze		
Burial of remains cremated elsewhere	173.00	181.00	8.00		
Chapel hire - additional use	70.00	73.00	3.00		
Urns & Containers				Cabinet	VAT Incl.
Oak casket	70.00	73.00	3.00		
Postage & packaging	Cost	Cost	Freeze		
Memorialisation				Cabinet	VAT Incl.
Book of remembrance per line (up to 3 lines)	26.00	27.00	1.00		
Book of remembrance for 4 lines	90.00	94.00	4.00		
Book of remembrance for 5 lines	116.00	121.00	5.00		
Book of remembrance for 6 lines	142.00	148.00	6.00		
Book of remembrance for 7 lines	168.00	175.00	7.00		
Book of remembrance for 8 lines	194.00	202.00	8.00		
Simple floral emblem	77.00	80.00	3.00		
Coat of arms, badges, ornate floral emblem	108.00	113.00	5.00		
Additional lines of inscription for cards/books	26.00	27.00	1.00		
Plaques				Cabinet	VAT Incl.
12" x 4" new plaque & 10 year hire	299.00	306.00	7.00		
Each succeeding 10 year hire	119.00	122.00	3.00		
12" x 8" new plaque & 10 year hire	599.00	614.00	15.00		
Each succeeding 10 year hire	240.00	246.00	6.00		
24" x 8" each succeeding 10 year hire	469.00	490.00	21.00		
Adding to existing plaque per letter or figure	6.00	6.00	Freeze		
Regilding existing letters	4.00	4.00	Freeze		
Additional Memorials				Cabinet	VAT Incl.
Memorial benches	612.00	627.00	15.00		
Memorial benches maintenance by request (cleaning & staining)	150.00	150.00	Freeze		
Memorial vases	300.00	300.00	Freeze		
Each succeeding 5 year hire	180.00	180.00	Freeze		
Vases various - small	Various	Various	Freeze		
Planters	644.00	673.00	29.00		
Each succeeding 5 year hire	267.00	279.00	12.00		
Trees	550.00	575.00	25.00		
Each succeeding 10 year hire	286.00	299.00	13.00		
Additional plaques	70.00	73.00	3.00		
Shrubs (inclusive of aluminium vase)	306.00	319.00	13.00		
Each succeeding 5 year hire	131.00	137.00	6.00		

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Page 5	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
CIRCUSES & FAIRS				Cabinet	No VAT
Hire rate per day (8 hours) of site presence (1 day set up & 1 day dismantling free of charge)	500.00	510.00	10.00		
Returnable deposit - cleaning	800.00	820.00	20.00		
Returnable deposit - damage	800.00	820.00	20.00		
COPY CHARGES				Cabinet	VAT Incl.
A4 - copies in multiples of 5 (black & white)	2.50	2.50	Freeze		
A3 - copies in multiples of 5 (black & white)	3.50	3.50	Freeze		
Difficult documents to copy (per copy)	12.50	12.50	Freeze		
COPYRIGHT MAPPING				Cabinet	No VAT
Up to 4 - A4/A3 1:1250 mapping	25.00	25.00	Freeze		
Up to 4 - A4/A3 1:500 mapping	25.00	25.00	Freeze		
Up to 4 - A4/A3 1:1250 aerial photo	45.00	45.00	0.00		
DATA PROTECTION				Statutory	No VAT
Subject access request	10.00	10.00	Freeze		
DOG WARDEN SERVICE				Cabinet	VAT Incl.
Dog training equipment loan	20.00	20.00	Freeze		
Micro chipping service	10.00	10.00	Freeze		
Event equipment hire	New	10% cost	n/a		
Recovery of Stray Dogs				Cabinet	No VAT
During normal working hours - reclaim fee	70.00	70.00	Freeze		
Daily kennelling fees	Cost	Cost	Freeze		
ELECTIONS					
Rule 9(1) Parliamentary & European Parliamentary Election Regulations				Statutory	No VAT
Parliamentary election candidate	500.00	500.00	Freeze		
European election candidate/party	5,000.00	5,000.00	Freeze		
Regulations 48 & 49 Representation of the People Regulations 2001				Statutory	No VAT
Sale of register & lists (printed)	20.00	20.00	Freeze		
Plus per 1,000 names or part 1,000	5.00	5.00	Freeze		
Sale of register & lists (data)	10.00	10.00	Freeze		
Plus per 1,000 names or part 1,000	1.50	1.50	Freeze		
Supply of list of overseas electors (printed)	20.00	20.00	Freeze		
Plus per 100 names or part 100	1.50	1.50	Freeze		
Supply of list of overseas electors (data)	10.00	10.00	Freeze		
Plus per 100 names or part 100	1.50	1.50	Freeze		
Supply of marked registers (printed)	20.00	20.00	Freeze		
Plus per 1,000 entries or part 1,000	1.50	1.50	Freeze		
Supply of marked registers (data)	10.00	10.00	Freeze		
Plus per 1,000 entries or part 1,000	1.50	1.50	Freeze		
Inspection & Copies of Documents				Statutory	No VAT
Regulation 10 representation of the people regulations 2001 - inspection of candidates election expenses	5.00	5.00	Freeze		
A4 - copies (black & white)	0.45	0.50	0.05		

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Page 6	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status		
ENVIRONMENTAL HEALTH							
Works in Default of Statutory Notice Calculated in accordance with the following: a) Contractor costs b) Officer costs (per hour at actual rate) c) Car mileage & subsistence d) On costs (b+c) + 25% e) Disbursements (e.g. warrant application, postage, printing, cost of invoice etc.) Total=a+d+e+ interest on outstanding balance	Formula	Formula	Freeze	Cabinet	No VAT		
Commercial Hire of Monitoring Equipment Salamander Gasclam & user software (per 7 days exc. carriage)	New	220.00	n/a	Head of Service	Plus VAT		
Phocheck PID (per 7 days exc. carriage)	New	130.00	n/a				
GA2000 portable landfill gas analyser (per 7 days exc. carriage)	New	130.00	n/a				
Bruel & Kjaer Matron 2250 sound level meter, with sound recording & 1/1 & 1/3 octave frequency analysis module & calibration certificate (memory card supplied by client)	New	200.00	n/a				
Outdoor gear for use with matron 2250 (per 7 days exc. carriage)	New	45.00	n/a				
Bruel & Kjaer Matron Type 4231 Calibrator with calibration certificate (per 7 days exc. carriage)	New	10.00	n/a				
Environmental Offences - Fixed Penalty Notices				Statutory	No VAT		
Waste receptacles - Section 47ZA (2) - if paid within 10 days	75.00	75.00	Freeze				
Waste receptacles - Section 47ZA (2) - if paid within 14 days	100.00	100.00	Freeze				
Failure to produce authority (waste transfer notes) - section 5B2	300.00	300.00	Freeze				
Failure to furnish documentation (waste carrier licence) - Section 34(2)	300.00	300.00	Freeze				
Litter - Section 88(1) - if paid within 10 days	50.00	50.00	Freeze				
Litter - Section 88(1) - if paid within 14 days	75.00	75.00	Freeze				
Unauthorised distribution of literature on designated land - Schedule 3A (7)2 - if paid within 10 days	50.00	50.00	Freeze				
Unauthorised distribution of literature on designated land - Schedule 3A (7)2 - if paid within 14 days	75.00	75.00	Freeze				
Failure to comply with a dog control order in respect of dog fouling, dogs on leads, dogs on leads by direction, dog exclusion - if paid within 10 days	50.00	50.00	Freeze			Public Protection	No VAT
Failure to comply with a dog control order in respect of dog fouling, dogs on leads, dogs on leads by direction, dog exclusion - if paid within 14 days	75.00	75.00	Freeze			Public Protection	No VAT
Failure to comply with a Community Protection Notice or Public Spaces Protection Order - if paid within 10 days	New	75.00	n/a			Council	No VAT
Failure to comply with a Community Protection Notice or Public Spaces Protection Order - if paid within 14 days	New	100.00	n/a			Council	No VAT

Page 7	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Pollution Prevention & Control Act 1999					
Register of Permits				Cabinet	Plus VAT
Copy of list of applications received	15.00	15.00	Freeze		
Copy of a register entry	70.00	70.00	Freeze		
Copy of tape/CD recorded interviews	13.00	13.00	Freeze		
Environmental Information Regulations 1992 (requests for information)	110.00	200.00	90.00		
Noise monitoring service for Registered Social Landlords & Private Landlords for 1 period of up to 7 days & subsequent report & copy of recording	200.00	250.00	50.00		
Noise monitoring service for Aspire Housing for 1 period of up to 7 days & subsequent report & copy of recording	200.00	200.00	Freeze		
Environmental Health Licences				Cabinet	No VAT
Pet shop - first licence	275.00	275.00	Freeze		
Pet shop - renewal	115.00	115.00	Freeze		
Dog breeding establishment - first licence	275.00	275.00	Freeze		
Dog breeding establishment - renewal	115.00	115.00	Freeze		
Animal boarding establishment - first licence	275.00	275.00	Freeze		
Animal boarding establishment - renewal	115.00	115.00	Freeze		
Riding establishment - first licence	500.00	500.00	Freeze		
Riding establishment - renewal	275.00	275.00	Freeze		
Dangerous wild animals - first licence	450.00	450.00	Freeze		
Dangerous wild animals - renewal	250.00	250.00	Freeze		
Zoo - first licence	550.00	Request	n/a		
Zoo - renewal	550.00	Request	n/a		
Registration of premises for acupuncture, tattooing, cosmetic piercing, electrolysis & semi-permanent skin colouring	130.00	130.00	Freeze		
Registration of each operative	80.00	80.00	Freeze		
Additional treatment registration	65.00	65.00	Freeze		
Export health certificates	140.00	140.00	Freeze		
Charges for Authorised Process - Local Authority Pollution Prevention Control Act				Statutory	No VAT
Under the 'polluter pays principle' operators of industrial plant are levied a fee for their permits to operate. The scale of charges is set by DEFRA annually after consultation with Local Authorities, representatives of industry and other stakeholders. The scale of charges is designed to cover the regulatory and administrative costs (including visits, administration, advice and time) to the regulator arising from each process. Full details of the 2014/15 PPC fees and charges can be found on DEFRA's website via the link below. The 2015/16 charges are to be advised by DEFRA in February 2015				To be advised by DEFRA in February 2015	
http://www.defra.gov.uk/industrial-emissions/files/List-of-Charges-2014.pdf					
Factual Statements (Food Safety Act, Health & Safety at Work Act, Environmental Protection Act)				Cabinet	No VAT
Charge for factual statements - additional time	120.00	120.00	Freeze		
Charge for factual statements - disclosure of documents	62.50	62.50	Freeze		

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Page 8	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Private Water Supplies				Statutory	No VAT
Risk assessment (per hour, plus mileage)	14.50	14.50	Freeze		
Sampling	100.00	100.00	Freeze		
Investigation	100.00	100.00	Freeze		
Authorisation	100.00	100.00	Freeze		
Analysis - during Regulation 10	25.00	25.00	Freeze		
Analysis - during check monitoring	100.00	100.00	Freeze		
Analysis - during audit monitoring	500.00	500.00	Freeze		
Swimming Pools				Cabinet	No VAT
Sampling of pool water per annum	500.00	500.00	Freeze		
Sampling of pool water one sample	50.00	50.00	Freeze		
Training Courses				Cabinet	No VAT
CIEH Level 2 food safety in catering	70.00	70.00	Freeze		
CIEH Level 2 health & safety in workplace	70.00	70.00	Freeze		
CIEH Level 4 food safety in catering	210.00	210.00	Freeze		
CIEH Level 2 food safety in catering 5 employees	280.00	280.00	Freeze		
GARDEN WASTE (EXTRA SERVICE)				Cabinet	No VAT
Delivery of new additional garden waste bin	New	24.00	n/a		
Sticker for 240 litre bin with 6 week winter shut down:					
If purchased March to June	36.00	36.00	Freeze		
If purchased July to September	26.00	26.00	Freeze		
If purchased October to March	16.00	16.00	Freeze		
HIRE OF ROOMS					
Hire of Civic Suite Rooms				Cabinet	No VAT
Hire of council chamber - per day	95.00	95.00	Freeze		
Hire of council chamber - per half day	50.00	50.00	Freeze		
Hire of committee room 1 or 2 - per day	45.00	45.00	Freeze		
Hire of committee room 1 or 2 - per half day	25.00	25.00	Freeze		
Hire of Civic Offices Rooms				Cabinet	No VAT
Standard rates:					
Room 1 or 3 - per day	15.50	15.50	Freeze		
Room 1 or 3 - per half day	8.00	8.00	Freeze		
Room 4 or 6 - per day	25.50	25.50	Freeze		
Room 4 or 6 - per half day	13.00	13.00	Freeze		
Local statutory bodies rates:					
Room 1 - per day	13.50	13.50	Freeze		
Room 1 - per half day	7.00	7.00	Freeze		
Room 3 - per day	12.50	12.50	Freeze		
Room 3 - per half day	6.50	6.50	Freeze		
Room 4 - per day	18.50	18.50	Freeze		
Room 4 - per half day	9.50	9.50	Freeze		
Room 6 - per day	21.50	21.50	Freeze		
Room 6 - per half day	11.00	11.00	Freeze		
Voluntary & community sector rates:					
Room 1 - per day	7.50	7.50	Freeze		
Room 3 - per day	6.50	6.50	Freeze		
Room 4 - per day	9.50	9.50	Freeze		
Room 6 - per day	11.50	11.50	Freeze		
Room 1, 3, 4 or 6 - per half day	5.50	5.50	Freeze		

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Page 9	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Hire of Training Rooms				Cabinet	No VAT
Standard rates:					
Hire of training room 1 - per day	45.00	45.00	Freeze		
Hire of training room 1 - per half day	25.00	25.00	Freeze		
Training room 2 - per day	25.50	25.50	Freeze		
Training room 2 - per half day	13.00	13.00	Freeze		
Hire of training rooms 1 & 2 - per day	70.50	70.50	Freeze		
Hire of training rooms 1 & 2 - per half day	38.00	38.00	Freeze		
Local statutory bodies rates:					
Hire of training room 1 - per day	38.00	38.00	Freeze		
Hire of training room 1 - per half day	21.00	21.00	Freeze		
Training room 2 - per day	21.50	21.50	Freeze		
Training room 2 - per half day	11.00	11.00	Freeze		
Hire of training rooms 1 & 2 - per day	60.00	60.00	Freeze		
Hire of training rooms 1 & 2 - per half day	32.00	32.00	Freeze		
Voluntary & community sector rates:					
Hire of training room 1 - per day	20.00	20.00	Freeze		
Hire of training room 1 - per half day	11.00	11.00	Freeze		
Training room 2 - per day	11.50	11.50	Freeze		
Training room 2 - per half day	5.50	5.50	Freeze		
Hire of training rooms 1 & 2 - per day	31.50	31.50	Freeze		
Hire of training rooms 1 & 2 - per half day	17.00	17.00	Freeze		
Hire of Guildhall Rooms				Cabinet	No VAT
Standard rates:					
Room 14 - per day	15.50	15.50	Freeze		
Room 14 - per half day	8.00	8.00	Freeze		
Local statutory bodies rates:					
Room 14 - per day	11.50	11.50	Freeze		
Room 14 - per half day	6.00	6.00	Freeze		
Voluntary & community sector rates:					
Room 14 - per day	7.50	7.50	Freeze		
Room 14 - per half day	5.50	5.50	Freeze		
Hire of Kidsgrove Rooms				Cabinet	No VAT
Standard rates:					
Room 1 or 5 - per day	15.50	15.50	Freeze		
Room 1 or 5 - per half day	8.00	8.00	Freeze		
Room 2 per day	25.50	25.50	Freeze		
Room 2 per half day	13.00	13.00	Freeze		
Local statutory bodies:					
Room 1 per day	13.50	13.50	Freeze		
Room 1 per half day	7.00	7.00	Freeze		
Room 2 per day	18.50	18.50	Freeze		
Room 2 per half day	9.50	9.50	Freeze		
Room 5 per day	10.50	10.50	Freeze		
Room 5 per half day	5.50	5.50	Freeze		
Voluntary & community sector:					
Room 1 per day	7.50	7.50	Freeze		
Room 2 per day	9.50	9.50	Freeze		
Room 5 per day	5.50	5.50	Freeze		
Room 1, 2 or 5 per half day	5.50	5.50	Freeze		
<i>All rooms can be booked by the hour subject to a minimum charge of £5.00</i>					

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Page 10	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
LAND CHARGES				Cabinet	No VAT
Residential LLC1 - local land charges register	31.00	28.00	-3.00		
Commercial LLC1 - local land charges register	82.00	65.00	-17.00		
Residential - Con 29R	61.00	67.00	6.00		
Commercial - Con 29R	178.00	195.00	17.00		
Residential - full standard search (LLC1 & Con 29R)	92.00	95.00	3.00		
Commercial - full standard search (LLC1 & Con 29R)	260.00	260.00	Freeze		
Con 290 - (optional form) each enquiry	18.00	20.00	2.00		
Each additional enquiry	Cost	Cost	n/a		
Residential - additional parcel of land	37.00	40.00	3.00		
Commercial - additional parcel of land	37.00	85.00	48.00		
LEISURE CHARGES					
Sport & Football Development				Cabinet	No VAT
Mini soccer per session	3.10	3.20	0.10		
Sports development courses	Market value	Market value	n/a	Portfolio holder	No VAT
Coaching Charges					
One day coaching	7.50	8.00	0.50		
Two day coaching	15.00	16.00	1.00		
Three day coaching	22.50	24.00	1.50		
Football fun weeks	37.50	40.00	2.50		
Football fun weeks plus trip	45.00	50.00	5.00		
Player development sessions	3.10	3.20	0.10		
Just play per session	2.10	2.20	0.10		
Girls coaching per session	2.10	2.20	0.10		
Mini kickers per block	21.00	22.00	1.00		
Knutton Recreation Centre				Cabinet	VAT Incl.
Astroturf					
Astroturf pitch - adult full pitch	42.00	44.00	2.00		
Astroturf pitch - junior full pitch	27.00	28.00	1.00		
Astroturf pitch - youth fee full pitch (under 16) (Mon-Friday 4-6pm, Sat-Sunday 3-5pm)	17.00	18.00	1.00		
Astroturf pitch - adult per court	21.50	23.00	1.50		
Astroturf pitch - junior per court	13.50	15.00	1.50		
Astroturf pitch - youth fee per court (under 16) (Mon-Friday 4-6pm, Sat-Sunday 3-5pm)	8.50	10.00	1.50		
Kidsgrove Sports Centre					
Equipment Resale					
Saleable items	Market value	Market value	n/a	Portfolio holder	VAT Incl.
Lyme Card Concession Scheme				Cabinet	VAT Incl.
Lyme card concession scheme membership	3.60	4.00	0.40		
Astroturf				Cabinet	VAT Incl.
Astroturf pitch - adult per court	25.50	27.00	1.50		
Astroturf pitch - junior per court	18.50	20.00	1.50		
Classes				Cabinet	No VAT
Adult - standard	5.20	5.50	0.30		
Adult - lyme card	4.70	5.00	0.30		
Adult - concession scheme	3.70	3.80	0.10		
Junior class - lyme card	2.60	2.50	-0.10		

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Page 11	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Climbing Wall Climbing Wall Hire (per hour)	11.00	12.00	1.00	Cabinet	VAT Incl.
Health Suite Sauna/steam - Adult (18+) – lyme card	6.10	6.20	0.10	Cabinet	VAT Incl.
Sauna/steam - Adult (18+) - concession	4.40	4.65	0.25		
Gym Pay & Play Entry Fees (must have lyme card & have had an induction) Adult - Lyme Card	4.70	6.00	1.30	Cabinet	VAT Incl.
Concession - Lyme Card	3.70	4.50	0.80		
Junior - Lyme Card	3.10	3.00	-0.10		
Membership Charges (gym, classes, swim, sauna) Direct debit monthly payments - new single member (3 month notice)	16.99	16.99	Freeze	Cabinet	VAT Incl.
Direct debit monthly payments - single member (no contract)	21.99	21.99	Freeze		
Equipment Hire/Sale Hire	1.50	1.50	Freeze	Cabinet	VAT Incl. No VAT
Deposit (fully refundable)	2.00	2.00	Freeze		
Sports Halls Sports hall hire (peak)	45.50	46.50	1.00	Cabinet	VAT Incl.
Sports hall hire (off peak)	34.00	34.50	0.50		
Sports hall hire (off peak) - educational use/socially excluded group use	25.00	26.00	1.00		
Badminton (per 55 minutes) peak per court	9.10	9.30	0.20		
Badminton (per 55 minutes) off peak per court	6.80	6.90	0.10		
Badminton court per person (concession minimum of 2 people - weekends only)	2.10	2.20	0.10		
Table tennis (per table, per hour)	5.20	5.30	0.10		
Spectators	1.00	1.00	Freeze		
Studio Hire Studio hire - weekdays (peak)	18.00	19.00	1.00		
Studio hire - weekends (off peak)	14.80	15.50	0.70	Portfolio Holder	VAT Incl.
Instructional courses	Market value	Market value	n/a		No VAT
Swimming Fees Swimming Pay & Play Adult swim - standard	4.10	4.40	0.30	Cabinet	VAT Incl.
Adult swim - lyme card	3.70	4.00	0.30		
Adult swim - concession (including Keele University card)	2.40	3.00	0.60		
Junior swim - standard	2.30	2.20	-0.10		
Junior swim - lyme card	2.10	2.00	-0.10		
Children 3 years & under	Free	Free	Freeze		
Spectators - standard	1.00	1.00	Freeze		
Spectators - lyme card	Free	Free	Freeze		
Swimming Instruction Swimming Lessons Adult swimming lesson (per 30 minutes) - minimum 6 week course	New	8.00	n/a		
Junior swimming lesson (per 30 minutes) - lyme card	5.10	5.20	0.10		

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Page 12	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Private Lessons				Cabinet	No VAT
1:1 lesson (per 30 minutes) - lyme card	20.40	20.80	0.40		
Additional person - lyme card	8.15	8.35	0.20		
Pool Courses				Cabinet	No VAT
Rookie lifeguards (per 2 hour session) - lyme card	6.50	6.80	0.30		
Other courses	Market value	Market value	n/a	Portfolio Holder	No VAT
Swimming Pool Hire				Cabinet	VAT Incl.
Teaching pool hire	43.50	45.00	1.50		
Main pool lane hire - (6 lane) (per lane per hour)	14.30	15.00	0.70		
Additional staff for pool hire (per staff member)	21.00	22.00	1.00		
Sub aqua main pool hire per hour	Negotiable	Negotiable	n/a	Portfolio Holder	VAT Incl.
Jubilee 2					
Equipment Resale					
Saleable items	Market value	Market value	n/a	Portfolio Holder	VAT Incl.
Lyme Card Concession Scheme				Cabinet	VAT Incl.
Lyme card concession scheme yearly membership	3.60	4.00	0.40		
Aqua Sauna (includes access to swimming pool)				Cabinet	VAT Incl.
Adult - lyme card	9.50	10.00	0.50		
Concession (18+) - lyme card	6.50	7.50	1.00		
Climbing					
Uninstructed Pay & Play Entry Fees - (must have lyme card & be registered & have had a competency test)				Cabinet	VAT Incl.
Adult - lyme card	4.70	5.50	0.80		
Concession - lyme card	3.70	4.10	0.40		
Junior - lyme card	3.10	2.25	-0.85		
Pre-school climb (3-5 year olds)	New	1.25	n/a		
Parent & child climb	New	6.35	n/a		
Equipment Hire				Cabinet	VAT Incl.
Belay - lyme card	1.00	1.00	Freeze		
Harness - lyme card	2.00	2.00	Freeze		
Instructed Party Sessions - 90 minutes				Cabinet	VAT Incl.
Up to 6 people	65.00	70.00	5.00		
Up to 12 people	120.00	130.00	10.00		
Up to 18 people	New	180.00	n/a		
Instructed Courses				Cabinet	No VAT
Junior - 6 x 45 minute sessions	30.00	35.00	5.00		
Adult - 3 x 45 minute sessions	24.00	30.00	6.00		
Gym					
Pay & Play Entry Fees (must have lyme card & have had an induction)				Cabinet	VAT Incl.
Adult - Lyme Card	4.80	6.00	1.20		
Concession - Lyme Card	3.80	4.50	0.70		
Junior - Lyme Card	3.10	3.00	-0.10		

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Page 13	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Club Lyme Membership Charges Junior (4-11 years) (swim, climbing)				Cabinet	VAT Incl.
Junior membership - joining fee (includes inductions, one off fee - free to existing JETS)	5.00	5.00	Freeze		
Junior membership - monthly direct debit (minimum initial payment of 2 months)	10.00	11.00	1.00		
Junior Membership - 6 month membership for price of 5 month	50.00	55.00	5.00		
Club Lyme Membership Charges Junior 12-15 years (gym, swim, climbing)				Cabinet	VAT Incl.
Junior membership - joining fee (includes inductions, one off fee - free to existing JETS)	10.00	12.00	2.00		
Junior membership - monthly direct debit (minimum initial payment of 2 months)	15.00	16.00	1.00		
Junior Membership - 6 month membership for price of 5 month	75.00	80.00	5.00		
Club Lyme Membership Charges Adults (gym, classes, swim, climbing, aqua sauna)				Cabinet	VAT Incl.
Joining fee (includes inductions) (one off fee - includes technogym key)	20.00	20.00	Freeze		
Off peak (Mon-Friday 6.30am-5pm & weekends) - 6 month minimum contract - payment monthly by direct debit	21.00	22.00	1.00		
Off peak (Mon-Friday 6.30am-5pm & weekends) - no contract - per month	26.00	27.00	1.00		
Off peak (Mon-Friday 6.30am-5pm & weekends) - 12 month membership for price of 11 months - payable in advance	231.00	242.00	11.00		
Peak (Mon-Friday 6.30am-11pm & weekends) - 6 month minimum contract - payment monthly by direct debit.	28.50	29.50	1.00		
Peak (Mon-Friday 6.30am-11pm & weekends) - no contract - per month	34.00	35.00	1.00		
Peak (Mon-Friday 6.30am-11pm & weekends) - 12 month membership for price of 11 month - payable in advance	313.50	324.50	11.00		
Corporate membership - peak (minimum of 5 members - per month per member)	27.00	28.00	1.00		
Corporate membership - off peak (minimum of 5 members - per month per member)	20.00	21.00	1.00		
3 day pass (to be used within 7 days)	9.00	10.00	1.00		
Joining fee if joining within a week of 3 day pass expiry	11.00	10.00	-1.00		
Student Membership (on production of valid student card)				Cabinet	VAT Incl.
Off Peak (Monday to Friday 6.30am-5pm & weekends) - no contract - per month	New	21.00	n/a		
Peak (Monday to Friday 6.30am-11pm & weekends) - no contract - per month	New	28.00	n/a		
Health Check (free to direct debit & annual members) 4 per year, pay & play usage	10.00	12.00	2.00		
Replacement technogym key (new key)	New	10.00	n/a		
Replacement technogym key (used key)	New	5.00	n/a		
Technogym key (corporate members)	New	10.00	n/a		

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Page 14	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Studio Hire				Cabinet	VAT Incl.
Activity zone	17.00	19.00	2.00		
Studio 1	22.00	23.00	1.00		
Studio 2	22.00	23.00	1.00		
Multi activity space (both studios)	44.00	46.00	2.00		
Party set up/clean up	11.00	12.00	1.00		
Classes				Cabinet	No VAT
Adult - standard	5.20	5.50	0.30		
Adult - lyme card	4.70	5.00	0.30		
Adult - concession scheme	3.70	3.80	0.10		
Adult - off peak	3.70	3.80	0.10		
Junior class - lyme card	2.60	2.50	-0.10		
Osteo class - adult only	2.40	2.60	0.20		
Swimming Fees					
Swimming Pay & Play				Cabinet	VAT Incl.
Adult swim - standard	4.10	4.40	0.30		
Adult swim - lyme card	3.70	4.00	0.30		
Adult swim - concession (including Keele University card)	2.40	3.00	0.60		
Junior swim - standard	2.30	2.20	-0.10		
Junior swim - lyme card	2.10	2.00	-0.10		
Children 3 years & under	Free	Free	Freeze		
Spectators - standard	1.00	1.00	Freeze		
Spectators - lyme card	Free	Free	Freeze		
Swimming Instruction					
Swimming Lessons				Cabinet	No VAT
Adult swimming lesson (per 30 minutes) - minimum 6 week course	New	8.00	n/a		
Junior swimming lesson (per 30 minutes) - lyme card	5.10	5.20	0.10		
Private Lessons				Cabinet	No VAT
1:1 lesson (per 30 minutes) - lyme card	20.40	20.80	0.40		
Additional person - lyme card	8.20	8.35	0.15		
Pool Courses				Cabinet	No VAT
Rookie lifeguards (per 2 hour session) - lyme card	6.50	6.80	0.30		
Other courses	Market value	Market value	n/a	Portfolio Holder	No VAT
Swimming Pool Hire				Cabinet	VAT Incl.
Teaching Pool Hire	43.50	45.00	1.50		
Main Pool Hire - (8 lane) (per lane per hour)	14.30	15.00	0.70		
Pool Party - teaching pool	63.90	65.00	1.10		
Additional staff for pool hire (per staff member)	21.00	22.00	1.00		
Newcastle Amateur Swimming Club - per lane - coaching	Negotiable	Negotiable	n/a	Portfolio Holder	No VAT
Shelton Therapy Club - 60 minute session - teaching pool	54.10	55.00	0.90		No VAT
Octopush - 90 minute session	Negotiable	Negotiable	n/a	Portfolio Holder	No VAT
Set up fee - galas	21.00	22.00	1.00		
Time equipment hire - galas	21.00	22.00	1.00		

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Page 15	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Bowls				Cabinet	VAT Incl.
Adult	3.90	4.00	0.10		
Junior/60+	2.00	2.00	Freeze		
Summer season ticket - adult	53.00	54.00	1.00		
Summer season ticket - concession	35.00	36.00	1.00		
Joint with Stoke-on-Trent City Council	68.00	70.00	2.00		
Winter season ticket	12.00	13.00	1.00		
Summer & winter season ticket - adult	62.00	64.00	2.00		
Summer & winter season ticket - concession	44.00	45.00	1.00		
Merit competition per player - per hour	6.25	7.00	0.75		
Greenage fees for pre-booking (plus playing fee per person)	8.50	9.00	0.50		
Chesterton Bowling Club - per season	New	730.00	n/a		
Wolstanton Marsh Bowling Club - per season	New	1,140.00	n/a		
Queen Elizabeth Bowling Club - per season	New	790.00	n/a		
Westlands Bowling Club - per season	New	3,140.00	n/a		
Knutton Bowling Club - per season	New	645.00	n/a		
Wolstanton Park Bowling Club - per season	New	1,555.00	n/a		
Tennis Class A (Westlands, Wolstanton)				Cabinet	VAT Incl.
Adult 30 minutes (per person)	2.00	2.00	Freeze		
Adult 1 hour (per person)	4.00	4.00	Freeze		
Adult 1 hour (group ticket 4 persons)	12.00	12.00	Freeze		
Family ticket 1 hour (up to 4 adults & or 4 children with 2 adults)	8.00	8.00	Freeze		
Family ticket 1 hour (1/2 adults & 2/3 children)	5.00	5.00	Freeze		
Junior/60+/unemployed 30 minutes (per person)	1.00	1.00	Freeze		
Junior/60+/unemployed 1 hour (per person)	2.00	2.00	Freeze		
Junior/60+/unemployed 1 hour (group ticket 4 persons)	6.00	6.00	Freeze		
Annual tickets - adult (per person)	92.00	94.00	2.00		
Annual tickets - junior/60+/unemployed (per person)	66.50	68.00	1.50		
Monthly ticket - adult (per person)	25.00	25.00	Freeze		
Monthly ticket - junior/60+/unemployed (per person)	20.00	20.00	Freeze		
Summer ticket (August only) - junior (per person)	15.00	15.00	Freeze		
Tennis Class B (Chesterton, Silverdale, Birchenwood, Bradwell, Clough Hall)	Free	Free	Freeze		
Football (alternate weekly use per season)				Cabinet	No VAT
Birchenwood	715.00	733.00	18.00		
Roe Lane	715.00	733.00	18.00		VAT Incl.
Wye Road/Black Bank/Clough Hall	633.00	649.00	16.00		
Wolstanton Marsh Pavilion	496.00	508.00	12.00		
All other pitches	342.00	351.00	9.00		
Junior pitch	60% of fee	60% of fee	Freeze		
Mini soccer pitch (unmarked)	200.00	205.00	5.00		
Mini soccer pitch (marked)	280.00	287.00	7.00		
Football (casual use per match)				Cabinet	VAT Incl.
Roe Lane/Birchenwood	80.00	82.00	2.00		
Rugby (alternate weekly use per season)				Cabinet	No VAT
Bathpool	694.00	711.00	17.00		
Lyme Valley	375.00	384.00	9.00		

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Page 16	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Rugby (casual use per match) Roe Lane/Bathpool	80.00	82.00	2.00	Cabinet	VAT Incl.
Concessionary Licences				Cabinet	No VAT
Brampton Park - ice cream	700.00	717.50	17.50		
Brampton Park use of bouncy castle	700.00	717.50	17.50		
4 Large Parks North of Borough - ice cream	600.00	615.00	15.00		
4 Large Parks South of Borough - ice cream	600.00	615.00	15.00		
Community Events				Cabinet	Plus VAT
Wedding Photos within a park setting	25.00	36.00	11.00		
Advertising within parks	<5000.00	<5125.00	n/a		
Hire of display boards (delivery/set-up/ collection)	25.00	26.00	1.00		
Hire of gazebos (delivery/set-up/collection)	75.00	77.00	2.00		
Hire of trailer stage (delivery/set-up/collection)	150.00	154.00	4.00		
Hire of tables & chairs (2 tables & 2 chairs) (delivery/set-up/collection)	20.00	20.50	0.50		
Booking large events which take more than 6 months planning (Midsummer Mayhem)	150.00	154.00	4.00		
Booking medium events - more than 6 months planning (firework displays, carnivals etc.)	75.00	77.00	2.00		
Booking small events - more than 6 months planning (competitions, fun days, picnics etc.)	25.00	26.00	1.00		
LICENCES					
General				Statutory	No VAT
Sex establishments - application fee	3,000.00	3,000.00	Freeze		
Sex establishments - annual fee	2,000.00	3,000.00	1,000.00		
Sex establishments - variation	0.00	1,000.00	New		
Sex establishments - transfer	0.00	1,000.00	New		
Scrap metal dealer site licence	200.00	250.00	50.00		
Scrap metal dealer collectors licence	150.00	200.00	50.00		
Gambling Act 2005				Statutory	No VAT
Lotteries - application fee	40.00	40.00	Freeze		
Lotteries - annual fee	20.00	20.00	Freeze		
Bingo - application fee	3,500.00	3,500.00	Freeze		
Bingo - annual fee	1,000.00	1,000.00	Freeze		
Bingo - variation	1,750.00	1,750.00	Freeze		
Track betting - application fee	2,500.00	2,500.00	Freeze		
Track betting - annual fee	1,000.00	1,000.00	Freeze		
Track betting - variation	1,250.00	1,250.00	Freeze		
Track betting - transfer	950.00	950.00	Freeze		
Club machine permit - application fee	200.00	200.00	Freeze		
Club machine permit - renewal fee	200.00	200.00	Freeze		
Club machine permit - annual fee	50.00	50.00	Freeze		
Betting premises - application fee	3,000.00	3,000.00	Freeze		
Betting premises - annual fee	600.00	600.00	Freeze		
Betting premises - variation	1,500.00	1,500.00	Freeze		
Betting premises - transfer	1,200.00	1,200.00	Freeze		
Family entertainment centre - application fee	2,000.00	2,000.00	Freeze		
Family entertainment centre - annual fee	750.00	750.00	Freeze		
Family entertainment centre - variation	1,000.00	1,000.00	Freeze		
Family entertainment centre - transfer	950.00	950.00	Freeze		
Adult gaming centre - application fee	2,000.00	2,000.00	Freeze		
Adult gaming centre - annual fee	1,000.00	1,000.00	Freeze		
Adult gaming centre - variation	1,000.00	1,000.00	Freeze		
Adult gaming centre - transfer	1,200.00	1,200.00	Freeze		

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Page 17	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Private Hire/Hackney Carriage (subject to consultation)				Public Protection	No VAT
Private hire operators (£100 per additional vehicle - maximum of 50)	82.00	85.00	3.00		
Hackney carriage - drivers badge (3 years)	210.00	214.00	4.00		
Private hire - drivers badge (3 years)	210.00	214.00	4.00		
Replacement badge	13.00	13.00	Freeze		
DBS (CRB check)	44.00	44.00	Freeze		
Hackney carriage - vehicles	275.00	280.00	5.00		
Private hire - vehicles	270.00	275.00	5.00		
Private hire - vehicles 8+ seats	275.00	280.00	5.00		
Transfer of vehicle	36.00	37.00	1.00		
Failure to attend for vehicle test	97.00	100.00	3.00		
Retest	33.00	35.00	2.00		
Replacement plate & carrier - front	0.00	5.00	New		
Replacement plate & carrier - rear	0.00	5.00	New		
Licensing Act 2003 - New Application				Statutory	No VAT
Premise licence, band A (RV up to £4,300)	100.00	100.00	Freeze		
Premise licence, band B (RV of £4,301 to £33,000)	190.00	190.00	Freeze		
Premise licence, band C (RV of £33,001 to £87,000)	315.00	315.00	Freeze		
Premise licence, band D (RV of £87,001 to £125,000)	450.00	450.00	Freeze		
Premise licence, band E (RV of £125,001 & above)	635.00	635.00	Freeze		
Additional fee (5,000 to 9,999 patrons)	1,000.00	1,000.00	Freeze		
Additional fee (10,000 to 14,999 patrons)	2,000.00	2,000.00	Freeze		
Additional fee (15,000 to 19,999 patrons)	4,000.00	4,000.00	Freeze		
Additional fee (20,000 to 29,999 patrons)	8,000.00	8,000.00	Freeze		
Additional fee (30,000 to 39,999 patrons)	16,000.00	16,000.00	Freeze		
Additional fee (40,000 to 49,999 patrons)	24,000.00	24,000.00	Freeze		
Additional fee (50,000 to 59,999 patrons)	32,000.00	32,000.00	Freeze		
Additional fee (60,000 to 69,999 patrons)	40,000.00	40,000.00	Freeze		
Additional fee (70,000 to 79,999 patrons)	48,000.00	48,000.00	Freeze		
Additional fee (80,000 to 89,999 patrons)	56,000.00	56,000.00	Freeze		
Additional fee (90,000 patrons & above)	64,000.00	64,000.00	Freeze		
Licensing Act 2003 - Annual Fee				Statutory	No VAT
Premise licence, band A (RV up to £4,300)	70.00	70.00	Freeze		
Premise licence, band B (RV of £4,301 to £33,000)	180.00	180.00	Freeze		
Premise licence, band C (RV of £33,001 to £87,000)	295.00	295.00	Freeze		
Premise licence, band D (RV of £87,001 to £125,000)	320.00	320.00	Freeze		
Premise licence, band E (RV of £125,001 & above)	350.00	350.00	Freeze		
Additional fee (5,000 to 9,999 patrons)	500.00	500.00	Freeze		
Additional fee (10,000 to 14,999 patrons)	1,000.00	1,000.00	Freeze		
Additional fee (15,000 to 19,999 patrons)	2,000.00	2,000.00	Freeze		
Additional fee (20,000 to 29,999 patrons)	4,000.00	4,000.00	Freeze		
Additional fee (30,000 to 39,999 patrons)	8,000.00	8,000.00	Freeze		
Additional fee (40,000 to 49,999 patrons)	12,000.00	12,000.00	Freeze		
Additional fee (50,000 to 59,999 patrons)	16,000.00	16,000.00	Freeze		
Additional fee (60,000 to 69,999 patrons)	20,000.00	20,000.00	Freeze		
Additional fee (70,000 to 79,999 patrons)	24,000.00	24,000.00	Freeze		
Additional fee (80,000 to 89,999 patrons)	28,000.00	28,000.00	Freeze		
Additional fee (90,000 patrons & above)	32,000.00	32,000.00	Freeze		

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Page 18	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Licensing Act 2003 - Miscellaneous Fees (Application or Notice)				Statutory	No VAT
Section 25 (theft/loss of licence/ summary)	10.50	10.50	Freeze		
Section 29 (application for a provisional statement)	315.00	315.00	Freeze		
Section 33 (notification of change of name or address)	10.50	10.50	Freeze		
Section 37 (application to vary licence to specify individual as premises supervisor)	23.00	23.00	Freeze		
Section 42 (application for transfer of premises licence)	23.00	23.00	Freeze		
Section 47 (interim authority notice following death of licence holder)	23.00	23.00	Freeze		
Section 79 (theft/loss of certificate/summary)	10.50	10.50	Freeze		
Section 82 (notification of change of name or alteration of rules of club)	10.50	10.50	Freeze		
Licensing Act 2003 - Miscellaneous Fees (Application or Notice)				Statutory	No VAT
Section 83 (1) or (2) (change of relevant registered address of club)	10.50	10.50	Freeze		
Section 100 (temporary event notice)	21.00	21.00	Freeze		
Section 110 (theft/loss of temporary event notice)	10.50	10.50	Freeze		
Section 117 (application for a grant or renewal of personal licence)	37.00	37.00	Freeze		
Section 126 (theft/loss of personal licence)	10.50	10.50	Freeze		
Section 127 (duty to notify change of name or address)	10.50	10.50	Freeze		
Section 178 (right of freeholder etc. to be notified of licensing matters)	21.00	21.00	Freeze		
MARKETS				Cabinet	No VAT
Open market - stall (per day) Monday, Friday, Saturday	20.00	20.00	Freeze		
Open market - second stall (per day) Monday, Friday, Saturday	10.00	10.00	Freeze		
Open market - stall (per day) Wednesday	10.00	10.00	Freeze		
Open market - additional space (per day) Wednesday	10.00	10.00	Freeze		
Farmers market - stall (per day)	20.00	20.00	Freeze		
Antique market - stall (per day)	7.50	7.50	Freeze		
Craft fair (bric-a-brac) - stall (per day)	5.00	5.00	Freeze		
Catering Pitches - minimum charge (per day)	25.00	25.00	Freeze		
MOT				Cabinet	No VAT
MOT - car	40.00	40.00	Freeze		
MOT - car (for discounted partner)	35.00	35.00	Freeze	Inc. Lyme cards	
MOT - class 7 (up to 3.5 tonnes)	49.00	49.00	Freeze		
Retest	12.00	12.00	Freeze		
MUSEUM & ART GALLERY				Cabinet	VAT Incl.
Reproduction prints of items in collection	n/a	n/a	Freeze	Staffordshire Prints	
Other prints not on www.staffordshire.org.uk	Cost +100%	Cost +100%	Freeze		
A4 - copies (black & white)	0.50	0.50	Freeze		
A3 - copies (black & white)	0.70	0.70	Freeze		

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Page 19	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
A3 - copies (black & white)	0.70	0.70	Freeze		
A4 - copies (colour)	1.50	1.50	Freeze		
A3 - copies (colour)	2.00	2.00	Freeze		
A4 - scanned images	5.00	5.00	Freeze		
CD Rom - image/emailed image (per image)	12.50	14.00	1.50		
Subsequent images each	3.50	4.00	0.50		
Community publication	13.00	13.00	Freeze		
Additional	5.00	5.00	Freeze		
Commercial publication	40.00	45.00	5.00		
Additional	10.00	12.50	2.50		
Regional TV, film & video - per item	70.00	75.00	5.00		
UK network TV - per item	95.00	95.00	Freeze		
Overseas TV - per item	185.00	190.00	5.00		
Commission of picture sales from exhibitions	30%	30%	Freeze		Plus VAT
Education session per pupil - half day	2.75	2.75	Freeze		No VAT
Education session per pupil - full day	4.75	4.75	Freeze		No VAT
Education sessions - minimum charge half day (20 pupils or fewer)	50.00	50.00	Freeze		No VAT
Education sessions - minimum charge full day (20 pupils or fewer)	95.00	95.00	Freeze		No VAT
Holiday activities per child	1.50	4.00	2.50	Max. charge	No VAT
Adult history courses - 10 weeks	75.00	75.00	Freeze		No VAT
Adult history courses - 10 weeks concession	70.00	70.00	Freeze		No VAT
Adult object handling/reminiscence per hour	25.00	25.00	Freeze		
Outreach fee	25.00	25.00	Freeze		No VAT
Outreach education – schools per session	50.00	50.00	Freeze		No VAT
Hire of meeting room - half day	22.50	23.00	0.50		No VAT
Hire of meeting room - half day - community/charity rate	New	16.00	n/a		No VAT
Hire of meeting room - full day	New	45.00	n/a		No VAT
Hire of meeting room - full day - community/charity rate	New	30.00	n/a		No VAT
Refreshments- tea/coffee & biscuits per head	1.00	1.00	Freeze		
Education item loan	10.00	10.00	Freeze		No VAT
Saleable items	Market value	Market value	Freeze		
Open art registration - per item	4.00	4.00	Freeze		
Open art registration - three items	10.50	10.50	Freeze		
Open art registration - per item concession	3.50	3.50	Freeze		
Open art registration - three items concession	9.00	9.00	Freeze		
Open art registration - per item under 16	New	1.00	n/a		
Event Fees				Cabinet	VAT Incl.
Craft fairs per table - per day	15.00	15.00	Freeze		
Hall gallery weekly charge	10.00	10.00	Freeze		
Winter wonders - adult sessions (for a maximum of 12 persons)	New	35.00	n/a		
Visit to Father Christmas	New	4.00	n/a		
NAMING/NUMBERING OF STREETS/PROPERTIES					
New or Redevelopment				Cabinet	No VAT
Charge for naming of a street	157.50	166.00	8.50		
Charge for naming of a commercial building	79.00	83.00	4.00		
Single residential property on existing street	105.00	110.00	5.00		
Number/name 2-5 properties (includes first property)	157.50	166.00	8.50		
Plus - per plot	52.50	55.00	2.50		
Number/name 6-25 properties per phase (includes first property)	157.50	166.00	8.50		

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Page 20	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Plus - per plot	42.00	44.00	2.00	Cabinet	No VAT
Number/name >25 properties per phase (included first property)	157.50	166.00	8.50		
Plus - per plot	31.50	33.00	1.50		
Change to layout after notification	210.00	220.00	10.00		
Plus - per plot	26.00	27.00	1.00		
Existing Properties/Streets					
Adding or alteration of a house/building name	52.50	55.00	2.50		
Renaming of a street	On request	On request	Freeze		
House or building renumbering (including sub division to flats)	210.00	220.00	10.00		
Confirmation of postal address	31.50	33.00	1.50		
Requests not included in above fees - per hour	31.50	33.00	1.50		
PEST CONTROL				Cabinet	VAT Incl.
Treatment of rats (domestic) - residents in receipt of qualifying benefits	Free	Free	Freeze		
Treatment of rats (domestic) - prepayment (per 4 visits)	30.00	35.00	5.00		
Treatment of rats (domestic) - payment by invoice (per 4 visits)	48.00	53.00	5.00		
Treatment of mice (domestic) - prepayment (per 3 visits)	30.00	35.00	5.00		
Treatment of mice (domestic) - payment by invoice (per 3 visits)	48.00	53.00	5.00		
Treatment of pests of public health significance (domestic) e.g. bed bugs & cockroaches - prepayment	50.00	65.00	15.00		
Treatment of pests of public health significance (domestic) e.g. bed bugs & cockroaches - payment by invoice	68.00	83.00	15.00		
Insect control treatments (domestic) including wasps, ants & fleas - prepayment	65.00	65.00	Freeze		
Insect control treatments (domestic) including wasps, ants & fleas - payment by invoice	83.00	83.00	Freeze		
3 treatment scheme (3 for 2 offer) - prepayment	130.00	130.00	Freeze		
3 treatment scheme (3 for 2 offer) - payment by invoice	148.00	148.00	Freeze		
Pest control commercial (other) - first hour	83.00	83.00	Freeze		
Pest control commercial (other) - per 1/4 additional hour	20.00	20.00	Freeze		
Mole & Rabbit control (per treatment course, max 3 visits) - prepayment	160.00	170.00	10.00		
Mole & Rabbit control (per treatment course, max 3 visits) - payment by invoice	178.00	178.00	Freeze		
Squirrel control - prepayment (per 4 visits)	New	100.00	n/a		
Advice Visit (no treatment) - prepayment	30.00	35.00	5.00		
Advice Visit (no treatment) - payment by invoice	48.00	53.00	5.00		
Fixed term pest control treatment agreements (commercial premises)	On request	On request	Freeze		
Works in default (Prevention of Damage by Pests Act 1949) first hour (invoiced)	83.00	83.00	Freeze		
Works in default (Prevention of Damage by Pests Act 1949) per additional 1/4 hour (invoiced)	20.00	20.00	Freeze		

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Page 21	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
PLANNING SERVICES				Cabinet	No VAT
Postage & packaging	0.65	0.70	0.05		
Copies up to £1 are free of charge					
Paper copies of planning/building control decisions & documents - per sheet (A4 black & white)	0.10	0.15	0.05		
Paper copies of planning/building control decisions & documents - per sheet (A3 black & white)	0.20	0.25	0.05		
Paper copies of plans - planning files - per sheet (A4 black & white)	0.10	0.15	0.05		
Paper copies of plans - planning files - per sheet (A3 black & white)	0.20	0.25	0.05		
Paper colour copies of an A4 sheet of planning/building control decision, planning documents or plan from a planning file	0.25	0.30	0.05		
Paper colour copies of an A3 sheet of planning/building control decision, planning documents or plan from a planning file	0.50	0.55	0.05		
Scanned copies of documents - charge per hour of scanning (where legal to charge)	30.00	31.00	1.00		
Paper copies of plans - planning files - each plan (A2)	1.75	1.80	0.05		
Paper copies of plans - planning files - each plan (A1)	2.75	2.80	0.05		
Paper copies of plans - planning files - each plan (A0)	3.85	3.90	0.05		
Weekly lists - statutory consultees	Free	Free	Freeze		
Requests for information/site history - commercial organisations (per hour)	65.00	67.50	2.50		
Requests for information/site history - private individuals	Cost	Cost	Freeze		
Pre Planning Application Advice					
Large Scale Major Developments (residential developments over 200 dwellings or where number not known, a site area of 4ha or more. Non-residential developments over 10,000m2 of floorspace or where not known, a site area of 2ha or more)	400.00	440.00	40.00	Cabinet	VAT Incl.
Small Scale Major Developments (residential developments of between 10 & 200 dwellings or where number not known, a site area of between 0.5ha & 4ha. Non-residential developments of between 1000m2 & 10,000m2 of floorspace or where not known, a site area of between 1ha & 2ha)	200.00	220.00	20.00		
Minor Developments (residential developments of 1 dwelling or where number not known, a site area of less than 0.5ha. Non-residential developments of under 1000m2 of floorspace or where not known, a site area of less than 1ha)	60.00	65.00	5.00		
Minor Developments (residential developments of between 2 & 9 dwellings or where number not known, a site area of less than 0.5ha. Non-residential developments of under 1000m2 of floorspace or where not known, a site area of less than 1ha)	60.00	100.00	40.00		

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Page 22	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
Householder Development. (30 minutes free advice can be given. For time spent in excess of 30 minutes there will be a charge)	20.00	25.00	5.00		
Other Development (excluding householder development but including changes of use, advertisements, prior approval proposals & listed building proposals)	30.00	35.00	5.00		
Planning Application Fees Owing to the complexity of the fee structure, it is not shown here. Details of Fees payable may be obtained from the Council's Planning Section. Alternatively the fee calculator available at the Planning Portal website can be used to determine the fees payable in respect of individual applications. Please see the link below. http://www.planningportal.gov.uk/pins/FeeCalculatorStandalone	Statutory	Statutory	n/a	Statutory	No VAT
Building Control fees (North Staffs Building Control Partnership)	Per Board	Per Board	n/a	Partnership Board Cabinet	No VAT
George Riley walking guides	2.00	2.00	Freeze		No VAT
Business directory - Newcastle-under-Lyme	Free	Free	n/a		
Planning & development briefs (as & when prepared)	Free	Free	n/a		
Core spatial strategy	30.00	30.00	Freeze		
Local development framework proposals map - north or south	5.00	5.00	Freeze		
Local development framework proposals map - north & south	10.00	10.00	Freeze		
Strategic housing land availability assessment (SHLAA)	27.50	30.00	2.50		
PRIVATE SECTOR HOUSING				Cabinet	No VAT
Houses in multiple occupation licence fee	540.00	540.00	Freeze		
Each additional bedroom	0.00	7.00	New		
Re-submission of returned applications	85.00	85.00	Freeze		
Renewal of houses in multiple occupation licence	405.00	405.00	Freeze		
Immigration Inspections	108.00	110.00	2.00		
Provision of accommodation for homeless households	Cost	Cost	Freeze		
Charges for work in default notices to remedy Housing Health & Safety issues				Cabinet	No VAT
Officer time (per hour)	24.00	30.79	6.79		
Travelling costs (per mile)	0.65	0.65	Freeze		
Management costs (per hour)	35.00	45.17	10.17		
Land registry fee	4.00	4.00	Freeze	Set externally	
Inspection by electrician/gas engineers	Cost	Cost	Freeze		
Recorded delivery	1.06	1.06	Freeze	Royal Mail cost	
Other costs (stated as per individual case)	Cost	Cost	Freeze		
Administration fee (corporate recharges)	12%	12%	Freeze		
REMOVAL OF DOMESTIC ANIMAL CARCASSES				Cabinet	VAT Incl.
Removal of domestic animal carcasses	29.70	31.50	1.80		

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Page 23	Fee/Charge 2014/15 £.p	Fee/Charge 2015/16 £.p	Change £.p	Committee Approval/ Comments	VAT Status
SALE OF SANDBAGS				Cabinet	VAT Incl.
5 sand bags	28.60	30.00	1.40		
10 sand bags	34.10	35.50	1.40		
15 sand bags	39.60	41.00	1.40		
20 sand bags	45.41	47.00	1.59		
STREET TRADING (OFFICER APPROVAL)				Cabinet	No VAT
Newcastle Town Centre (daily)	20.00	20.00	Freeze		
Consent trading (daily, electricity)	3.60	3.60	Freeze		
Eastbound layby A500 (per annum)	8,745.00	8,745.00	Freeze		
Northbound layby A500 (per annum)	8,745.00	8,745.00	Freeze		
TOWN CENTRE DISPLAYS (OFFICER APPROVAL)				Cabinet	No VAT
Market traders & local promotions (per metre)	7.00	7.00	Freeze		
Charity & local community groups	Free	Free	Freeze		
National promotions (minimum charge)	60.00	60.00	Freeze		
COVENANT CONSENTS (OFFICER APPROVAL)				Cabinet	No VAT
Covenant consents	105.00	110.00	5.00		
TREE PRESERVATION ORDERS				Cabinet	No VAT
Single copy of a tree preservation order	30.00	31.00	1.00		

Charging Principles Included in the Charging Policy

5. CHARGING PRINCIPLES

- 5.1 Charges should be made for services whenever the Council has a power or duty to do so.
- 5.2 There will be a presumption that charges to be made for the provision of a service will be set at a level intended to recover the cost of providing the service.
- 5.3 However, this presumption may be modified by the application of the charging principles set out at 5.5 below, which may result in no charge being made or a lesser charge being made or in some cases a charge being made which is greater than that required for cost recovery.
- 5.4 No charge will be made in cases where the Council is not permitted to charge by law. Where charges are set by external bodies, those charges will be applied. Where maximum or minimum charges are specified externally, charges will be set in compliance with those requirements.
- 5.5 The following matters will be considered when deciding whether to set a charge, which is not to be based on cost recovery. The headings in bold indicate general areas for consideration and the bullet points below them are particular factors which should be taken into account where relevant.

The cost of providing the service

- All direct costs are to be included.
- All overheads related to the provision of the service, which may be attributed to the cost of the service, are to be included.
- Best estimates may be made of costs where it is not practical to obtain precise data or identify precisely those overheads attributable to the service.
- Unit costs are to be calculated by reference to realistic user numbers based on actual experience, either in relation to this Council or, if appropriate comparable services elsewhere.

How much income is it desired to generate and why?

- Is the service required to make a surplus or break-even?
- Does income from the service make a significant contribution to reducing the net amount of the Council's revenue budget?
- Have any targets been set for the income or class of income of which it is a component?
- Is income needed to fund future investment?

Comparison of charges made by neighbouring or similar councils or other providers of similar services

- In making this comparison it will be necessary to establish whether the services being provided by these other bodies are comparable to those provided by the Council and to make adjustments where this is not so.
- Is there a logical reason for significant differences between this Council's charges and those of others?
- Will customers be lost to other service providers if charges are set too high?

Whose use of services is it desired to subsidise and by how much?

- Can all potential users afford to pay the full cost of the service or the same charges as other users?
- Is it desirable to subsidise all users of the service, for example because there is likely to be a desirable outcome for the community as a result.
- Are there particular classes of users that should be subsidised, such as the unemployed, benefits recipients, the elderly, disabled persons or children?
- Should subsidies be given by reducing the charges payable or by offering concessions to offset the charge?

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Whose behaviour is it desired to influence and in what ways?

- Is it desirable to influence users to use particular facilities, for example where they are under-used, by charging less for their use than for other similar ones?
- Is it desirable to persuade users to behave in a way which is more acceptable to the community in preference to any other or others less acceptable and can this be promoted by setting charges at a level which might achieve this?
- Is it desired to promote a particular pattern of use, for example short stay parking as opposed to another, such as long stay parking or to discourage peak time use of facilities?
- Should some behaviour or activities be discouraged by setting high charges or penalties?
- Can anti-social behaviour be reduced by charging for services which discourage people from behaving irresponsibly at a level which they will find attractive, for example charges for the collection of bulky waste to discourage fly-tipping?
- Are there desirable outcomes which the Council wishes to see realised, in line with its corporate objectives, which could be assisted through the charging regime, for example maintaining the economic vitality of the town centres through the provision of reasonably priced facilities such as car parking?

How will charges help to improve value for money, equity and access to services?

- What are users' perceptions with regard to what constitutes a fair and reasonable charge?
- Are there any issues relating to social inclusion or equalities?

Will the cost (including staff time) of collecting the income due outweigh the amount of income likely to be collected?

- Is it worth making a charge?
- Should a charge be made anyway as a matter of principle?

Any other relevant factors

- It will be a matter for the Council to determine what the charge will be, based on its consideration of the above factors.

- 5.6 Where, without prior agreement by the Council, individuals or organisations engage in activities that result in a cost to the Council, the Council will seek to recover this cost, wherever possible.
- 5.7 Consideration may be given to offering a discount or other reduction, in appropriate cases, where it is felt that this may improve take up of the service or to encourage prompt payment, following consultation with the Executive Director (Resources and Support Services) who must approve all such initiatives.
- 5.8 Penalties, in the form of fines, may also be imposed in order to deter inappropriate or antisocial behaviour, for example littering. The amount of the fine will be set at a level designed to deter such behaviour.
- 5.9 Activities carried out by the Council will be continually reviewed in order to identify any new areas where it would be appropriate to make a charge to persons or organisations benefiting (actually or potentially) from those activities. The level of the charge will be determined in accordance with these charging principles.

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