

MTFP Project Board

27 February 2017

Annual Review of Fees & Charges: Adult and Health Services 2017/18



Report of Paul Darby, Head of Finance and HR Services

Purpose of the Report

1. To set out details of proposed fees and charges for Adult and Health Services for 2017/18.

Background

2. The Constitution provides delegated powers to each Corporate Director, in consultation with their respective Portfolio Holders, to introduce, review or amend fees and charges.
3. Fees and charges should be reviewed at least annually and adjusted where appropriate. Increases in fees and charges are necessary to take into account current and future pressures on budgets and the need to achieve MTFP savings through maximising service income as well as reducing expenditure. However, the difficult economic climate means that careful consideration must be given to increasing prices in all discretionary fee generating areas.
4. In the calculation of the budget for 2017/18, pay and price inflation assumptions include a provision for increases on all income budgets of 1.5%. It is for service groupings to decide how this inflation is applied, for example if a service does wish to not apply a 1.5% increase to a certain charge, this will need to be offset by savings elsewhere.
5. The vast majority of income which is received from adult care services falls into two regimes, residential and non-residential. Charging policies are in line with guidance issued under the Care Act 2014.
6. Generally VAT is not applicable; where VAT is applicable the figures with VAT are shown within the report.
7. In line with corporate guidance and where appropriate, these increases will be implemented from 1st April 2017.

Strategic Context

8. A Corporate Fees and Charges Policy exists to support budget processes and to provide a framework for Durham County Council's approach to charging for services. The Policy is built around the following key principles:

- Develop an entrepreneurial approach so that charges whether new or reviewed are properly considered, and consistent.
 - Compliance with the Local Government Act 2003, which gives wide general powers to provide and charge for "Discretionary Services".
 - Adherence with the financial duty to ensure income does not exceed cost.
 - Charges may be set, so that different people are charged different amounts and in different areas to satisfy local needs and objectives. (A service can also continue to be provided free).
 - The income derived from charging will normally be used to offset the costs of providing the service being charged for, including support service costs.
9. As a general principle all proposals put forward to alter charges must be affordable, equitable and sustainable. These principles have been applied with regard to price increases throughout this report.

Statutory / Regulatory & Discretionary Charges

10. The Council is able to charge for certain statutory services, with the fee being determined by the Council, in accordance with regulatory restrictions to ensure no "undue profit" is being generated from the charging policy applied.
11. Other fees and charges are set at the discretion of the Council, with only reputational and market conditions being a factor in the decision on the charge that is appropriate.
12. Some of the charges associated with EH&CP are statutory and regulatory, so the Council has limited discretionary powers over how they are applied. For example, charges in respect of the Private Water Supplies Regulation Act 2009 and the Local Authority Pollution Prevention Control (LAPPC) charges set annually by DEFRA.
13. The statutory or regulatory fees relate to the Statutory Licensing Act 2003, the Gambling Act 2005, the Private Water Supplies Regulation Act 2009, the Local Authority Pollution Prevention Control (LAPPC) and Petroleum Licensing and Charges for Trading Standards visits, as recommended by the Association of Chief Trading Standards Officers (ACTSO) which has followed the principles previously recommended by the Local Authorities Coordinators of Regulatory Services (LACORS now LGR).
14. For any discretionary charging areas, unless an increase would impact severely on customers, a phased increase is regarded as more equitable.
15. Recent case law has shown that costs associated with licensing must not include any related enforcement costs and the Council must therefore exercise care in relation to setting licencing charges, as it may be challenged on any increases.

16. The following fees, charges and SLA's are levied within Adults and Health Services. Note that in line with Internal Audit guidance, the VAT status of these elements will be included once confirmed:

Adult Services

Development and Learning

Training/ Support Activities

The Development and Learning Team undertakes a small amount of training for other local authorities

17. Training delivered to other local authorities or partner organisations is currently offered at £51.60 per participant, per half day. This charge is proposed to increase to £52.40, an increase of 1.55% (see appendix 2 for details)

Adult Care Services

Charges for Meals within County Durham Care & Support Properties

18. Within the Day Resources Centres, Day Centres & Residential Establishments meals are provided for clients if required. It is proposed to increase the rates for meals in accordance with the MTFP requirement of at least 1.5%. In order to arrive at a rate to the nearest 5p the proposed increase will be between 1.69% and 6.25%. (See Appendix 2 for details)

Charges for Room Hire within County Durham Care & Support Properties.

19. Within the day care centres and residential homes, rooms are available to hire by outside agencies or external bodies. It is proposed that these rates will be increased in accordance with the MTFP rate of circa 1.5% (rounded to nearest 5p). (see Appendix 2 for details)

Other County Durham Care and Support Adult Care charges

20. Within the day care and residential homes there are additional facilities for use by clients. It is proposed that the rate is increased by the minimum 1.5% whilst also ensuring the rate is rounded to the nearest 5p.

21. A new Rebound facility is introduced for 2017/18. The rate proposed for this service is £10.20 in line with other facilities.

Shared Lives and Carer Breaks

22. The rates for shared lives and carer breaks operate on a banding system; it is proposed that all bands are increased by 1.5%. In addition, for ease of calculating part week's the rates are subsequently adjusted to be divisible by 7 to enable a daily rate to the nearest 5p to be obtained. This results in increases from 1.50% to 1.87% (see appendix 2 for details)

23. The mileage rates payable are to be linked to the agreed County Council mileage rate for 2017-18 (0.45p per mile)

Home Care Service

24. The home care rate of £13.15 is currently subject to negotiation with providers. As a result, the rate included within this report remains at the 2016/17 level. Any subsequent agreed increase will impact upon the required service user contribution.

Re-ablement Service

25. The Re-ablement service offered by the council is provided within the Intermediate Care service therefore separate charges for this service are not applicable.

Extra Care Service

26. There are 8 extra care establishments throughout Durham County. Charges include the following elements:

- Overnight charge (which vary throughout establishments, based on number of tenancies)
- An hourly rate of £11.71 (consistent throughout establishments).
- Fixed charge (determined by provider)

27. The current rate for extra care is deemed to be the underlying market rate for this service. Negotiations have commenced with Extra Care providers regarding future hourly rates and a further report will be presented in future once an agreement is reached. For the purpose of this report, the rates remain at 2016/17 levels.

Supported Housing DCC

28. There are a number of properties used for Supported Housing which are either owned or rented by the Council, the cost of the core rent and other charges for furniture, utilities, insurance etc. are recoverable from the tenant. These charges will be set once the actual rents have been received from the relevant Housing Association/Housing provider. The Council has a degree of control over some elements of the service charge applicable to these properties. It is proposed that these controllable elements are increased by 1.6% in 2016/17.

Direct Payments

29. A continued rate of £10 per hour is proposed for personal assistants employed directly by service users. An increased rate may be appropriate for commissioned services sourced via third party providers. All direct payment allocations should be based on the specific needs of the individual service user.

Residential and Nursing Care

30. The residential and nursing care rates are currently subject to a wider review. Rates were reassessed during 2016/17 and a 4.5% uplift was given in the interim until negotiations resolved. As negotiations remain ongoing, the rates included in this report remain at the interim rates. A further report will be presented following the outcome of negotiations.

Client Contributions

31. The maximum client contribution for non-residential services is three quarters of the standard OP grade 2 residential rate of £497.11. Based on this rate, the maximum contribution is £372.83 per week.
32. The maximum charge to the client is restricted to the applicable social care funding. Joint funded or health funded packages client contributions are restricted to the social care element of the package.
33. The general principle for all services not mentioned elsewhere in this report is full cost recovery, although safeguards are in place to ensure service users are not disadvantaged by any changes in unit costs linked to using specific providers.

Deferred Payment Scheme

34. The Care Act 2014 establishes a universal deferred payment scheme which means that people will not be forced to sell their home in their lifetime to pay for their care. The regulations for the scheme are set out in the Care and Support (Deferred Payments Agreements) Regulations 2014.
35. The deferred payment scheme is intended to run on a cost-neutral basis with local authorities able to recoup the costs associated with deferring fees by charging interest. Interest rates should not exceed the maximum amount specified in regulations which will be **1.35% from January 2017** and will change every 6 months on 1 January and 1st July. Interest will accrue on a compound basis. It is proposed that the maximum rate is charged and that interest is compounded on a daily basis.
36. Land Registry fees are paid upon first registrations of a property. These fees vary, dependent upon the valuation of the property.
37. In addition, the Land Registry offers incentives to owners for voluntary first registrations and for the transfer of whole and many other applications of whole for registered titles delivered by the portal

The Land Registry (Scale 1) fees are currently:

Value or amount (£)	Fee (£)	Reduced fee - Voluntary first registration (£)	Reduced fee for Transfers of whole and other applications of whole of registered titles (50%) (£)
0-80,000	40	30	20
80,001-100,000	80	60	40
100,001-200,000	190	140	95
200,001-500,000	270	200	135
500,001-1,000,000	540	400	270
1,000,001 and over	910	680	455

Other Land Registry fees are as follows:

- | | |
|---|--------|
| • Office Copy and Title Plan | £6.00 |
| • Registration of Charge | £20.00 |
| • Discharge of Charge | Free |
| • Valuation costs – actual costs incurred | |

If a person rents out their property during the course of the deferred payment agreement (with the LA's consent) the Local Authority needs to decide what % rental income they will permit the resident to retain – it is recommended that this should be 0%.

Court of Protection Charges

38. These are set in line with rates provided by the Public Guardianship Office. Whilst notification has been received that increased charges will be applicable from 1st April 2017, details have not been distributed to date. Fees (currently as per Feb 2011 rates) are as follows:

- £804 (£670 plus VAT) for work involved in the application up to and including the date of the court order.
- Annual Management Fee of £840 (£700 plus VAT) for the first year and £702 (£585 plus VAT) for second and subsequent years.
- For service users with assets of less than £16,000 to charge an annual management fee not exceeding 3%.
- Annual Property Management fee of £324 (£270 plus VAT)
- Fee for preparing annual accounts of £234 (£195 plus VAT).

39. Miscellaneous finance charge

- Administration charge for referrals to the Treasury Solicitor £420 (£350 plus VAT)

Luncheon Club

40. It is recommended that the luncheon club /evening club contribution to transport charge is increased from £6.00 to £6.10 with effect from 1 April 2017. This charge has been increased by 1.67% (in line with the MTFP increase of at least 1.5%).

Service User Transport Charge.

41. The current rate is £8.00 per journey irrespective of method of transport or distance travelled. This is a notional amount used towards the build-up of care

packages, increasing this by a further 1.5% would have minimal impact on the income the authority receives as generally service users do not pay the full cost of care. It is proposed therefore that this charge remains at £8.00 for 2017/18. A full review of service user transport is currently being undertaken.

Telecare Charges

42. Telecare charges for people with an assessed need are proposed at £1.60 per sensor, up to a maximum £4.80 per week. The proposal increases the rates in accordance with the MTFP requirement of at least 1.5%. In order to arrive at a rate to the nearest 5p, the proposed increase is 3.23%. This service is relative to users who receive a Monitoring and Response Service.
43. Mobile Telecare unit charges are applicable for people who have no telephone landline, who have an assessed need for Telecare, and who need a Mobile Telecare Unit in order for Telecare alarm calls to Care Connect. The proposed charge is £3.07 per unit per week for 2017/18. This charge is aligned to the Care Connect charges within the Regeneration and Local Services Fees and charges report.

Stair, Step, Through-Floor and Vertical Lift Maintenance.

44. The charge for stair, step, through floor and vertical lift maintenance is proposed to increase to £275.60 with effect from April 2017, this will be an increase of 1.92% and equates to a weekly charge of £5.30. This charge will cover annual maintenance plus all parts and repairs. This provision is only available to people who meet the Council's social care eligibility criteria which will be established via an individual assessment of need.

Quality Band Assessment for Care Homes.

45. The charge for one-off reassessments is proposed to increase by 1.5% in line with pay and price inflation for 2016-17. The charge will apply if a care home requests a reassessment following a downgrading at the biennial review and will increase from £1,015 (2016-17) to £1030.00 in 2017/18.

Blue Badge Fee Charge

46. The £10.00 fee (maximum permitted by legislation) is payable on agreement that the service user qualifies. This covers the administrative cost of the application. Fast tracked Blue Badges for people with a terminal illness continue to be provided free of charge

Access to records

47. A set fee is chargeable for access to records in accordance with the rates as set by the Information Commissioners office; this currently stands at £10.00.

Environment Health and Consumer Protection

Gambling Licences

48. The fees and charges for 2017/18 that are based on statutory and regulatory charges notified to the Council by government agencies include those for the Statutory Licensing Act 2003 and the Gambling Act 2005. The Licensing Act fees will remain unchanged in 2017/18 unless notified by the Government. The Government set a maximum fee that Councils could apply in respect of the Gambling Act, which must equate as near as possible to the cost of providing the service. The charge was set at 75% of the maximum fee allowable in recent years and it is recommended that the current fees apply for 2017/18.

Private Water Testing

49. The charges for testing Private Water Supplies are set at the maximum allowed and will remain unchanged in 2017/18

Ship Sanitisation

50. Ship Inspection charges have increased for 2017/18 as set by the Association of Port Health Authorities.

LAPPC

51. DEFRA notifies authorities of changes to the LAPPC charges. Such notification has not yet been received for next year and therefore current charges will continue to be levied until further notification is received. The current Local Government Regulation (LGR) charges (formally Local Authorities Coordinators of Regulatory Services LACORS) are based on Flat Rate of £59.60 per hour for a Trading Standards Officer and £35.87 for a Support Officer.

Animal Welfare and Cosmetic Treatment

52. Animal Welfare and Cosmetic Treatment licence have increased for 2017/18. The resultant increases range from 2% to 4%.

Housing Health and Safety

53. A charge is levied for costs incurred in the issue of Housing Health and Safety Rating Scheme (HHSRS) notices. This charge increased to £275 in 2016/17 (plus any additional technical inspection costs) and will be increased by 1.82% to £280 from 1 April 2017.

Immigration Inspections

54. Immigration Inspection charges for the costs incurred in inspecting premises to ensure their suitability will increase from £120 plus vat (2016/17) to £125 plus vat for 2017/18.

Export Certification for Foodstuffs

55. The charge for export certifications for foodstuff has increased from £80 (2016/17) to £83 in 2017/18. This represents a 3.75% increase for this service.

Mobile Homes

56. The increase regarding Licensing Mobile Homes under the Mobile Homes Act 2013 charges ranges from 2% to 2.42% for 2017/18.

Environmental Searches

57. The Environmental Searches charge remains the same for 2017/18 at £50 per property or site initial search. Additional charges may apply depending on the time required to complete the search, which will be agreed with the applicant prior to undertaking the work.

Student Assured Housing Scheme

58. Two new charges were implemented during 2016-17 for the Durham Student Assured Housing Scheme. The charge is fixed until 2018 and therefore remains at £30 for a licensed HMO to be accredited and £180 for a non-licensed HMO to be accredited.

Houses in Multiple Occupation (HMO)

59. Charges relating to Houses in Multiple Occupation (HMO) covering the period from April 2016 to March 2021 have previously been calculated based on a five year licence period and incorporate an inflationary increase as well as the fit and proper test required under the legislation. The charges will remain the same for the next five years: £850 for a first time application for a new mandatory HMO; £700 for re-licensing an HMO up to 5 beds; £750 for re-licensing an HMO of 6 beds or more. As the licence covers a five year period, any income taken in advance will be transferred to a reserve to help finance the cost of service provision in future years.

Taxi Licences

60. A schedule of charges offering Drivers the option of applying for a one to three year licence and Operators one to five year licences as a result of the Deregulation Act 2015 was introduced in 2015. These charges have been reviewed for 2017/18 and increased by 1% on 2016/17 rates. These charges are considered fair and in accordance with the legislation by only generating sufficient income to cover the costs of the service. Other related charges, including for replacement badges and locality tests, have not been increased and the charges for licensing hackney carriage and private hire vehicles have been increased by 1%

Trading Standards

61. The rates for Trading Standards are governed by TSI. Rates are expected to be published nationally week commencing 27th February 2017 and will be subject to a further report following this date

Premises

62. All other discretionary areas, including licensing premises, venues, and scrap metal sites, have been reviewed and there will be no increases to these charges for 2017/18.

63. The charge for dwelling inspections for the purpose of issuing an Energy Performance Certificate was set at £40 when implemented and will remain the same for 2017/18.

Miscellaneous Licences

64. A recent court ruling determined that the fee structure for certain licences (Scrap metal, Street trading and sex establishments) must be split between an application fee and another charge – a charge upon grant. In some cases a maximum fixed application fee has been determined. Appendix 3 reflects the changes.

Works in Default

65. A sliding scale of charges was previously introduced for Works in Default based on bands of work ranging from £100 to £20,000. In addition, an administration charge ranging from £100 to £2,500 is also levied. These charges will remain unchanged for 2017/18.

Summary

66. The detailed schedule of existing and proposed fees and charges can be seen in Appendix 2 for Adult Services and Appendix 3 for Environment, Health and Consumer Protection Services.

Recommendations

67. It is recommended that

- The revised fees as highlighted in the body of the report are approved by MTFP Project Board and are implemented from 1st April 2017 where appropriate for 2017/18 (The attached appendices provide the comparison between 2016/17 and 2017/18 charges).
- Following approval, a delegated decision record be signed by the Corporate Director
- The Corporate Director and Heads of Service note the delegated discretionary powers to vary these charges as deemed appropriate to maximise income generation, in consultation with the relevant Portfolio Holders. This will need a delegated decision to be recorded.

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Appendix 1: Implications

Finance

The financial impact of any price increases will be reflected in the revised income forecast in 2017/18.

Staffing

There are currently no staffing implications. However, the fees and charges earned fund the staff providing the services and any reduction in fees and charges income may have an impact.

Risk

MTFP savings assume an increase in income which may not be achieved.

Equality and Diversity / Public Sector Equality Duty

The sensitive pricing of services, particularly in discretionary service areas, is essential in the current economic climate.

Accommodation

None

Crime and Disorder

None

Human Rights

None

Consultation

Service Managers have been engaged in contributing to the detailed fees and charges information provided for this report.

Procurement

None

Disability Issues

None

Legal Implications

None

APPENDIX 2 - ADULTS AND HEALTH SERVICES . FEES AND CHARGES 2017/18

Service/ Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Rounded Proposed Charge 2017/18	Increase/ decrease	% Change	Comment
DEVELOPMENT AND LEARNING							
Other Training/Support Activities							
	Training for staff of other Local Authorities/partner organisations	per participant (per half day)	£ 51.60	£52.40	£0.80	1.55%	
ADULT CARE SERVICES							
Provider Services							
	Day Care Centres/ Respite Establishments- Breakfast	Per Meal	£ 1.55	£1.60	£0.05	3.23%	For staff meals these rate will apply but include VAT
	Day Care Centres/ Respite Establishments- Lunch	Per Meal	£ 2.95	£3.00	£0.05	1.69%	For staff meals these rate will apply but include VAT
	Day Care Centres/ Respite Establishments- Tea	Per Meal	£ 0.80	£0.85	£0.05	6.25%	For staff meals these rate will apply but include VAT
	Day Care Centres/ Respite Establishments- High Tea	Per Meal	£ 1.55	£1.60	£0.05	3.23%	For staff meals these rate will apply but include VAT
	Day Care Centres/Respite Establishments- Snack Supper	Per Meal	£ 1.00	£1.05	£0.05	5.00%	For staff meals these rate will apply but include VAT
ADULT CARE SERVICES							
Room Hire to Outside Agencies and External Bodies							
	Weekday per half day	per room	£ 39.80	£40.40	£0.60	1.51%	
	Weekday per hour	per room	£ 10.05	£10.20	£0.15	1.49%	
	Saturday per half day	per room	£ 48.75	£49.50	£0.75	1.54%	
	Saturday for 2 hours	per room	£ 29.55	£30.00	£0.45	1.52%	
	Saturday for 1 hour	per room	£ 19.10	£19.40	£0.30	1.57%	
	Sunday per half day	per room	£ 51.80	£52.60	£0.80	1.54%	
	Sunday for 2 hours	per room	£ 32.50	£33.00	£0.50	1.54%	
	Sunday for 1 hour	per room	£ 22.65	£23.00	£0.35	1.55%	
ADULT CARE SERVICES							
Other Provider Services Adult Care Charges							
	Snoezelen Room	per hour	£ 10.05	£10.20	£0.15	1.49%	
	Rebound Therapy	per hour	£ -	£10.20	£0.00	0.00%	new for 17-18
	Training Kitchen	per session	£ 1.70	£1.75	£0.05	2.94%	This element will no longer be applicable
	Extra Ingredients	per ingredient	£ 0.65	£0.70	£0.05	7.69%	This element will no longer be applicable
	Gym Facilities	per session	£ 3.90	£3.95	£0.05	1.28%	This element will no longer be applicable
ADULT CARE SERVICES							
Shared Lives and Carers Breaks							
Permanent Placement/Carer Breaks							
	Lower Rate	per week	£ 364.70	£370.30	£5.60	1.54%	
	Mid Rate	per week	£ 388.85	£394.80	£5.95	1.53%	
	Higher Rate	per week	£ 423.85	£430.50	£6.65	1.57%	
	Weekly Retainer (initial 28 days)	per week	£ 364.70	£370.30	£5.60	1.54%	
	Weekly Retainer (further 42 days)	per week	£ 290.15	£294.70	£4.55	1.57%	
Adult Respite							
	Less than 4 hours	per session	£ 13.40	£13.65	£0.25	1.87%	
	More than 4 hours	per session	£ 26.85	£27.30	£0.45	1.68%	
Service Level Contract							
	Weekly rate	per week	£ 364.70	£370.30	£5.60	1.54%	
	Monthly rate (based on 39 Weeks)	per month	£ 1,184.75	£1,202.50	£17.75	1.50%	
* The above rates have been increased by 1.5% and subsequently adjusted to be divisible by 7 to enable a daily rate to the nearest 5p to be obtained							
Mileage Rate to be linked to the County Council Mileage rate of 0.45p for 2017/18							
ADULT CARE SERVICES							
Home Care							
	Home Care	per hour	£ 13.15	£13.15	£0.00	0.00%	
Extra Care							
	Daily Rate	per hour	£ 11.71	£11.71	£0.00	0.00%	Rate is now linked to the Independent Sector Rate which for 2015/16 was £10.55
	Overnight rate	per hour	£ 11.71	£11.71	£0.00	0.00%	Actual charge based on number of tenancies
ADULT CARE SERVICES							
Deferred Income							
	Interest rate Linked to Base + 1%		1.50%	1.25%	NA	-0.25%	
Direct payments							
	Personal Assistance		£ 10.00	£10.00	NA	NA	
ADULT CARE SERVICES							
Residential/Nursing Fees							
	OP Nursing grade 1	per week	£ 539.24	£ 539.24	£0.00	0.00%	Max contribution based on this @ 75%
	OP Nursing grade 2	per week	£ 521.98	£ 521.98	£0.00	0.00%	
	OP Nursing grade 3	per week	£ 466.59	£ 466.59	£0.00	0.00%	
	OP Nursing grade 4	per week	£ 466.59	£ 466.59	£0.00	0.00%	
	OP Residential grade 1	per week	£ 525.22	£ 525.22	£0.00	0.00%	
	OP Residential grade 2	per week	£ 497.11	£ 497.11	£0.00	0.00%	
	OP Residential grade 3	per week	£ 442.35	£ 442.35	£0.00	0.00%	
	OP Residential grade 4	per week	£ 442.24	£ 442.24	£0.00	0.00%	
	Dementia Residential grade 1	per week	£ 544.55	£ 544.55	£0.00	0.00%	
	Dementia Residential grade 2	per week	£ 516.75	£ 516.75	£0.00	0.00%	
	Dementia Residential grade 3	per week	£ 461.89	£ 461.89	£0.00	0.00%	
	Dementia Residential grade 4	per week	£ 461.89	£ 461.89	£0.00	0.00%	
	Dementia Nursing grade 1	per week	£ 550.19	£ 550.19	£0.00	0.00%	
	Dementia Nursing grade 2	per week	£ 521.98	£ 521.98	£0.00	0.00%	
	Dementia Nursing grade 3	per week	£ 466.59	£ 466.59	£0.00	0.00%	
	Dementia Nursing grade 4	per week	£ 466.59	£ 466.59	£0.00	0.00%	
	LD Nursing grade 1	per week	£ 552.39	£ 552.39	£0.00	0.00%	
	LD Nursing grade 2	per week	£ 524.28	£ 524.28	£0.00	0.00%	
	LD Nursing grade 3	per week	£ 468.89	£ 468.89	£0.00	0.00%	
	LD Nursing grade 4	per week	£ 468.89	£ 468.89	£0.00	0.00%	
	LD Residential grade 1	per week	£ 541.83	£ 541.83	£0.00	0.00%	
	LD Residential grade 2	per week	£ 514.14	£ 514.14	£0.00	0.00%	
	LD Residential grade 3	per week	£ 458.76	£ 458.76	£0.00	0.00%	
	LD Residential grade 4	per week	£ 458.76	£ 458.76	£0.00	0.00%	
	MI Nursing grade 1	per week	£ 550.09	£ 550.09	£0.00	0.00%	
	MI Nursing grade 2	per week	£ 521.98	£ 521.98	£0.00	0.00%	
	MI Nursing grade 3	per week	£ 466.59	£ 466.59	£0.00	0.00%	
	MI Nursing grade 4	per week	£ 466.59	£ 466.59	£0.00	0.00%	
	MI Residential grade 1	per week	£ 525.22	£ 525.22	£0.00	0.00%	
	MI Residential grade 2	per week	£ 497.11	£ 497.11	£0.00	0.00%	
	MI Residential grade 3	per week	£ 442.24	£ 442.24	£0.00	0.00%	
	MI Residential grade 4	per week	£ 442.24	£ 442.24	£0.00	0.00%	
	PD Nursing grade 1	per week	£ 597.32	£ 597.32	£0.00	0.00%	
	PD Nursing grade 2	per week	£ 569.21	£ 569.21	£0.00	0.00%	
	PD Nursing grade 3	per week	£ 513.83	£ 513.83	£0.00	0.00%	
	PD Nursing grade 4	per week	£ 513.83	£ 513.83	£0.00	0.00%	
	PD Residential grade 1	per week	£ 588.96	£ 588.96	£0.00	0.00%	
	PD Residential grade 2	per week	£ 548.83	£ 548.83	£0.00	0.00%	
	PD Residential grade 3	per week	£ 503.69	£ 503.69	£0.00	0.00%	
	PD Residential grade 4	per week	£ 503.69	£ 503.69	£0.00	0.00%	

Maximum Contribution for Non Residential Care						
Client Contributions Maximum		per week	£ 372.83	£372.83	£0.00	0.00%
ADULT CARE SERVICES	Deferred Payment Scheme					
	Interest rate (to be maximum allowed currently)	on balance owed	2.15%	1.35%	NA	-0.80%
	Land Registry Fees					
	Office Copy and Title Plan	per request	£6.00	£6.00	£0.00	0.00%
	Registration of Charge	per registration	£20.00	£20.00	£0.00	0.00%
	Discharge of Charge	per discharge	Free	Free	NA	NA
	Registration Scale 1 - Value of Property					
	£0-£80,000	per application	£40.00	£40.00	£0.00	0.00%
	£80,001- £100,000	per application	£80.00	£80.00	£0.00	0.00%
	£100,001- £200,000	per application	£190.00	£190.00	£0.00	0.00%
	£200,001 - £500,000	per application	£270.00	£270.00	£0.00	0.00%
	£500,001 - £1,000,000	per application	£540.00	£540.00	£0.00	0.00%
	£1,000,001 and over	per application	£910.00	£910.00	£0.00	0.00%
	Voluntary Registration Scale 1 - Value of Property					
		<i>Reduced Fee</i>				
	£0-£80,000	per application	£30.00	£30.00	£0.00	0.00%
	£80,001- £100,000	per application	£60.00	£60.00	£0.00	0.00%
	£100,001- £200,000	per application	£140.00	£140.00	£0.00	0.00%
	£200,001 - £500,000	per application	£200.00	£200.00	£0.00	0.00%
	£500,001 - £1,000,000	per application	£400.00	£400.00	£0.00	0.00%
	£1,000,001 and over	per application	£680.00	£680.00	£0.00	0.00%
	Transfer of whole and other applications of whole of registered titles delivered by the portal or Business Gateway Scale 1					
		<i>50% reduction</i>				
	£0-£80,000	per application	£20.00	£20.00	£0.00	0.00%
	£80,001- £100,000	per application	£40.00	£40.00	£0.00	0.00%
	£100,001- £200,000	per application	£95.00	£95.00	£0.00	0.00%
	£200,001 - £500,000	per application	£135.00	£135.00	£0.00	0.00%
	£500,001 - £1,000,000	per application	£270.00	£270.00	£0.00	0.00%
	£1,000,001 and over	per application	£455.00	£455.00	£0.00	0.00%
	Valuation Costs	per valuation	Actuals	Actuals	NA	NA
ADULT CARE SERVICES	Court Of Protection					
	<i>(set by Public Guardianship Office as at 01/02/11)</i>					
	Category 1- for work involved in the application up to and including the date of the court order	per application	£ 670.00	£670.00	NA	NA
	Category II - Annual Management Fee - first year	per year	£ 700.00	£700.00	NA	NA
	Category II - Annual Management Fee - second and subsequent years	per year	£ 585.00	£585.00	NA	NA
	For Service users with assets less than £16,000 to charge an annual management fee not exceeding 3%	per year	3.00%	3.00%	NA	NA
	Category III - Annual Property Management Fee	per year	£ 270.00	£270.00	NA	NA
	Category IV - Fee for preparing Annual accounts	per year	£ 195.00	£195.00	NA	NA
	Miscellaneous Charges					
	Referrals to the Treasury Solicitor	per case	£ 350.00	£350.00	NA	NA
ADULT CARE SERVICES	Transport					
	Luncheon Club/Evening Club contribution to transport	per session	£ 6.00	£6.10	£0.10	1.67%
	Service User Transport	per trip	£ 8.00	£8.00	£0.00	0.00%
						Agreed by Lucille Blight
						No Change requested - will this still be the case for 17-18 - Agreed by Lucille Blight
ADULT CARE SERVICES	Miscellaneous Charges					
	Telecare Charges	per sensor/per week	£ 1.55	£1.60	£0.05	3.23%
	Telecare Client Contribution Maximum		£ 4.65	£4.80	£0.15	3.23%
	Mobile Telecare Unit	per sensor/per week	£ 3.05	£3.07	£0.02	0.66%
	Stair, Step, Through-Floor and Vertical Lift Maintenance	per annum	£ 270.40	£275.60	£5.20	1.92%
	Quality Band Reassessment	per assessment	£ 1,015.00	£1,030.00	£15.00	1.48%
	Blue Badge Scheme(set by the Department of Transport)	per badge	£ 10.00	£10.00	£0.00	0.00%
	Access to Information(set by the Information Commissioners Office)	per request	£ 10.00	£10.00	£0.00	0.00%

APPENDIX 3 - ADULTS AND HEALTH SERVICES . FEES AND CHARGES 2017/18

Service/ Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/ decrease	% Change	Vat Code
Private Water Supplies - Charges for Testing							
*Set within the legislation							
	Risk assessment	Per assessment	500.00	500.00	-	0%	SR
	Sampling	Per visit	100.00	100.00	-	0%	SR
	Investigation	Per investigation	100.00	100.00	-	0%	SR
	Granting an authorisation	Per authorisation	100.00	100.00	-	0%	SR
Analysing a sample:							
	taken under Regulation 10	Per sample	25.00	25.00	-	0%	SR
	taken during check monitoring	Per sample	100.00	100.00	-	0%	SR
	taken during audit monitoring	Per sample	500.00	500.00	-	0%	SR
Agriculture Licences							
*Set within the legislation							
	Manufacture only, or manufacture and placing on the market, of feed additives referred to in Article 10(1)(a) of Regulation 183/2005 other than those specified in regulation 2(3), or of premixtures of such additives	Per licence	451.00	451.00	-	0%	OS
	Placing on the market of feed additives referred to in Article 10(1)(a) of Regulation 183/2005 other than those specified in regulation 2(3), or premixtures of such additives	Per licence	226.00	226.00	-	0%	OS
Ship Sanitation Certificates							
To be set by Association of Port Health Authorities.							
	Gross Tonnage	Up to 1,000	80.00	85.00	5.00	6%	OS
	Gross Tonnage	Up to 1,001 to 3,000	115.00	120.00	5.00	4%	OS
	Gross Tonnage	3,001-10,000	175.00	180.00	5.00	3%	OS
	Gross Tonnage	10,001-20,000	230.00	235.00	5.00	2%	OS
	Gross Tonnage	20,001-30,000	295.00	305.00	10.00	3%	OS
	Gross Tonnage	Over 30,000	350.00	360.00	10.00	3%	OS
With the exception of:							
	Vessels with the capacity to carry between 50 and 1,000 persons	Per vessel	350.00	360.00	10.00	3%	OS
	Vessels with the capacity to carry more than 1,000 persons	Per vessel	600.00	615.00	15.00	3%	OS
	Extensions (Not Reported Previously)	Per vessel	50.00	55.00	5.00	10%	OS
Export Certification for Foodstuffs							
	Declaration that food is fit for human consumption or meets a specified standard *	Per inspection	80.00	83.00	3.00	4%	OS
	Declaration regarding legislative compliance or originating premises *	Per inspection	80.00	83.00	3.00	4%	OS
	Certification of visual examination of food products *	Per inspection	80.00	83.00	3.00	4%	OS
* Actual officer time and travel costs will be calculated when a site visit is required							
CIEH Accredited Training Courses							
	CIEH Level 2 Award - Food Safety/Health & Safety in the Workplace	Attendance at two separate three hour sessions	45.00	45.00	-	0%	EX
	CIEH Level 2 Award - Food Safety/Health & Safety in the Workplace	Attendance at one full day session (without lunch)	45.00	45.00	-	0%	EX

	CIEH Level 2 Award - Food Safety/Health & Safety in the Workplace	Attendance at one full day session (with lunch)	52.00	52.00	-	0% Appendix 2	EX
	CIEH Principles of Manual Handling	Per course	25.00	25.00	-	0%	EX
Animal Welfare Licences							
Licence Fees - New Applications							
Any <u>additional</u> visits to confirm compliance will be charged accordingly.							
	Riding Establishments	Per licence	139.00	142.00	3.00	2%	OS
	Dangerous Wild Animals	Per licence	139.00	142.00	3.00	2%	OS
	Pet Shops	Per licence	139.00	142.00	3.00	2%	OS
	Animal Boarding	Per licence	128.00	130.00	2.00	2%	OS
	Dog Breeding Establishments	Per licence	145.00	148.00	3.00	2%	OS
	Zoo	Per licence	700.00	715.00	15.00	2%	OS
	Greyhound Stadium	Per licence	128.00	130.00	2.00	2%	OS
Licence Fees - Renewals							
Any <u>additional</u> visits to confirm compliance will be charged accordingly.							
	Riding Establishments	Per licence	94.00	96.00	2.00	2%	OS
	Dangerous Wild Animals	Per licence	94.00	96.00	2.00	2%	OS
	Pet Shops	Per licence	120.00	122.00	2.00	2%	OS
	Animal Boarding	Per licence	123.00	126.00	3.00	2%	OS
	Dog Breeding Establishments	Per licence	120.00	122.00	2.00	2%	OS
	Zoo	Per licence	625.00	640.00	15.00	2%	OS
	Greyhound Stadium	Per licence	123.00	126.00	3.00	2%	OS
Performing Animal Registrations							
	Registration	Per registration	78.00	80.00	2.00	3%	OS
	Duplicate certificates	Per registration	15.00	15.00	-	0%	OS
	Register inspection and copying	Per registration	15.00	15.00	-	0%	OS
Cosmetic Treatment Registrations							
Tattooing / Cosmetic Treatments Establishments:							
	Premises	Per registration	163.00	167.00	4.00	2%	OS
	Personal Operator	Per registration	47.00	49.00	2.00	4%	OS

APPENDIX 3 - ADULTS AND HEALTH SERVICES . FEES AND CHARGES 2017/18

Service/ Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/ decrease	% Change	
Mobile Home Fees Structure							
Initial Application Fee for new sites from 1st November 2014:							
	Up to 10 units	Per site	207.00	212.00	5.00	2%	OS
	11-30 units	Per site	262.00	268.00	6.00	2%	OS
	31-50 units	Per site	360.00	368.00	8.00	2%	OS
	51 units and above	Per site	460.00	470.00	10.00	2%	OS
Annual Licence Fee:							
	Up to 10 units	Per site	145.00	148.00	3.00	2%	OS
	11-30 units	Per site	200.00	204.00	4.00	2%	OS
	31-50 units	Per site	300.00	306.00	6.00	2%	OS
	51 units and above	Per site	400.00	408.00	8.00	2%	OS
	Deposition of Site Rules - All sites	Per site	52.00	52.00	-	0%	OS
	Application to change, of up to 2 conditions / rules (All sites)	Per site	67.00	67.00	-	0%	OS
	Amendment of 2 or more conditions (involving site visits) - All sites	Per site	120.00	120.00	-	0%	OS
	Application to transfer a site licence - All sites	Per site	50.00	50.00	-	0%	OS
	Enforcement Costs - All sites	At officer hourly rates, on a case by case basis	-	-	-	0%	OS

APPENDIX 3 - ADULTS AND HEALTH SERVICES . FEES AND CHARGES 2017/18

Service/ Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/ decrease	% Change	
	Premises Licences						
	No rateable value to £4,300 (BAND A):						
	Application Fee	Per premises	100.00	100.00	-	0%	OS
	Annual Charge	Per premises	70.00	70.00	-	0%	OS
	Rateable value of £4,301 to £33,000 (BAND B):						
	Application Fee	Per premises	190.00	190.00	-	0%	OS
	Annual Charge	Per premises	180.00	180.00	-	0%	OS
	Rateable value of £33,001 to £87,000 (BAND C):						
	Application Fee	Per premises	315.00	315.00	-	0%	OS
	Annual Charge	Per premises	295.00	295.00	-	0%	OS
	Rateable value of £87,001 to £125,000 (BAND D):						
	Application Fee	Per premises	450.00	450.00	-	0%	OS
	Annual Charge	Per premises	320.00	320.00	-	0%	OS
	Rateable value of £125,001 and above (BAND E):						
	Application Fee	Per premises	635.00	635.00	-	0%	OS
	Annual Charge	Per premises	350.00	350.00	-	0%	OS
	A multiplier is applied to premises in bands D and E where they are exclusively or primarily in the business of selling alcohol (mainly large town and city centre pubs)						
	City / town centre pub application fee:						
	Band D	D (x2)	900.00	900.00	-	0%	OS
	Band E	E (x3)	1,905.00	1,905.00	-	0%	OS
	City / town centre pub annual charge:						
	Band D	D (x2)	640.00	640.00	-	0%	OS
	Band E	E (x3)	1,050.00	1,050.00	-	0%	OS
	Additional fees for exceptionally large events						
	Number in attendance at any one time:						
	5,000 to 9,999						
	Additional Fee	Per event	1,000.00	1,000.00	-	0%	OS
	Annual Fee	Per event	500.00	500.00	-	0%	OS
	10,000 to 14,999						
	Additional Fee	Per event	2,000.00	2,000.00	-	0%	OS
	Annual Fee	Per event	1,000.00	1,000.00	-	0%	OS
	15,000 to 19,999						
	Additional Fee	Per event	4,000.00	4,000.00	-	0%	OS
	Annual Fee	Per event	2,000.00	2,000.00	-	0%	OS
	20,000 to 29,999						
	Additional Fee	Per event	8,000.00	8,000.00	-	0%	OS
	Annual Fee	Per event	4,000.00	4,000.00	-	0%	OS
	30,000 to 39,999						
	Additional Fee	Per event	16,000.00	16,000.00	-	0%	OS
	Annual Fee	Per event	8,000.00	8,000.00	-	0%	OS
	40,000 to 49,999						
	Additional Fee	Per event	24,000.00	24,000.00	-	0%	OS
	Annual Fee	Per event	12,000.00	12,000.00	-	0%	OS
	50,000 to 59,999						
	Additional Fee	Per event	32,000.00	32,000.00	-	0%	OS
	Annual Fee	Per event	16,000.00	16,000.00	-	0%	OS
	60,000 to 69,999						
	Additional Fee	Per event	40,000.00	40,000.00	-	0%	OS
	Annual Fee	Per event	20,000.00	20,000.00	-	0%	OS
	70,000 to 79,999						
	Additional Fee	Per event	48,000.00	48,000.00	-	0%	OS
	Annual Fee	Per event	24,000.00	24,000.00	-	0%	OS
	80,000 to 89,999						
	Additional Fee	Per event	56,000.00	56,000.00	-	0%	OS
	Annual Fee	Per event	28,000.00	28,000.00	-	0%	OS
	90,000 and over						
	Additional Fee	Per event	64,000.00	64,000.00	-	0%	OS
	Annual Fee	Per event	32,000.00	32,000.00	-	0%	OS
	Personal Licences, Temporary Events and Other Fees:						
	Application for a grant or renewal of personal licence	Per event	37.00	37.00	-	0%	OS
	Temporary event notice (per event)	Per event	21.00	21.00	-	0%	OS

Notes

Theft, loss, etc. of premises licence or summary	Per event	10.50	10.50	-	0%	OS
Application for a provisional statement where premises being built, etc.	Per event	315.00	315.00	-	0%	OS
Notification of change of name or address	Per event	10.50	10.50	-	0%	OS
Application to vary licence to specify individual as premises supervisor	Per event	23.00	23.00	-	0%	OS
Application for transfer of premises licence	Per event	23.00	23.00	-	0%	OS
Application for a minor variation	Per event	89.00	89.00	-	0%	OS
Removal of DPS at community premises	Per event	23.00	23.00	-	0%	OS
Interim authority notice following death, etc. of licence holder	Per event	23.00	23.00	-	0%	OS
Theft, loss, etc. of certificate or summary	Per event	10.50	10.50	-	0%	OS
Notification of change of name or alteration of club rules	Per event	10.50	10.50	-	0%	OS
Change of relevant registered address of club	Per event	10.50	10.50	-	0%	OS
Theft, loss, etc. of temporary event notice	Per event	10.50	10.50	-	0%	OS
Theft, loss, etc. of personal licence	Per event	10.50	10.50	-	0%	OS
Duty to notify change of name or address	Per event	10.50	10.50	-	0%	OS
Right of free holder, etc. to be notified of licensing matters	Per event	21.00	21.00	-	0%	OS

The application is by a proprietor of an educational institution in respect of premises that are or form part of an educational establishment:

- The establishment is a school or college;
- The provision of regulated entertainment on the premises is carried on by the establishment for and on behalf of that establishment; OR

The application is in respect of premises that are or form part of a church hall, chapel hall or similar building or a village hall, parish hall or other similar building.

Gambling Fees						
Premises Licence Application Fees						
Transactional Fast Track Application:						
Regional Casino Premises Licence	Per premises	-	-	-	0%	OS
Large Casino Premises Licence	Per premises	-	-	-	0%	OS
Small Casino Premises Licence	Per premises	-	-	-	0%	OS
Existing Casino Premises Licence	Per premises	225.00	225.00	-	0%	OS
Bingo Premises Licence	Per premises	225.00	225.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	225.00	225.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	225.00	225.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	-	-	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	225.00	225.00	-	0%	OS
Transactional Non Fast Track Application:						
Regional Casino Premises Licence	Per premises	-	-	-	0%	OS
Large Casino Premises Licence	Per premises	-	-	-	0%	OS

Small Casino Premises Licence	Per premises	-	-	-	0%	OS
Existing Casino Premises Licence	Per premises	1,500.00	1,500.00	-	0%	OS
Bingo Premises Licence	Per premises	1,310.00	1,310.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	750.00	750.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	750.00	750.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	-	-	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	1,125.00	1,125.00	-	0%	OS
New Application:						
Regional Casino Premises Licence	Per premises	11,250.00	11,250.00	-	0%	OS
Large Casino Premises Licence	Per premises	7,500.00	7,500.00	-	0%	OS
Small Casino Premises Licence	Per premises	6,000.00	6,000.00	-	0%	OS
Existing Casino Premises Licence	Per premises	-	-	-	0%	OS
Bingo Premises Licence	Per premises	2,625.00	2,625.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	1,500.00	1,500.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	1,500.00	1,500.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	1,125.00	1,125.00	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	2,250.00	2,250.00	-	0%	OS
New Application (Provisional Statement Holders):						
Regional Casino Premises Licence	Per premises	6,000.00	6,000.00	-	0%	OS
Large Casino Premises Licence	Per premises	3,750.00	3,750.00	-	0%	OS
Small Casino Premises Licence	Per premises	2,250.00	2,250.00	-	0%	OS
Existing Casino Premises Licence	Per premises	-	-	-	0%	OS
Bingo Premises Licence	Per premises	900.00	900.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	900.00	900.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	710.00	710.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	710.00	710.00	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	900.00	900.00	-	0%	OS
Annual Fee:						
Regional Casino Premises Licence	Per premises	11,250.00	11,250.00	-	0%	OS
Large Casino Premises Licence	Per premises	7,500.00	7,500.00	-	0%	OS
Small Casino Premises Licence	Per premises	3,750.00	3,750.00	-	0%	OS
Existing Casino Premises Licence	Per premises	2,250.00	2,250.00	-	0%	OS
Bingo Premises Licence	Per premises	750.00	750.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	750.00	750.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	560.00	560.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	750.00	750.00	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	450.00	450.00	-	0%	OS
Premises Licences - Related Application Fees and Charges						
Application to Vary:						
Regional Casino Premises Licence	Per premises	5,625.00	5,625.00	-	0%	OS
Large Casino Premises Licence	Per premises	3,750.00	3,750.00	-	0%	OS

Small Casino Premises Licence	Per premises	3,000.00	3,000.00	-	0%	OS
Existing Casino Premises Licence	Per premises	1,500.00	1,500.00	-	0%	OS
Bingo Premises Licence	Per premises	1,310.00	1,310.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	750.00	750.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	750.00	750.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	935.00	935.00	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	1,125.00	1,125.00	-	0%	OS
2. Application to Transfer:						
Regional Casino Premises Licence	Per premises	4,875.00	4,875.00	-	0%	OS
Large Casino Premises Licence	Per premises	1,610.00	1,610.00	-	0%	OS
Small Casino Premises Licence	Per premises	1,350.00	1,350.00	-	0%	OS
Existing Casino Premises Licence	Per premises	1,010.00	1,010.00	-	0%	OS
Bingo Premises Licence	Per premises	900.00	900.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	900.00	900.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	710.00	710.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	710.00	710.00	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	900.00	900.00	-	0%	OS
Application for Re-instatement:						
Regional Casino Premises Licence	Per premises	4,875.00	4,875.00	-	0%	OS
Large Casino Premises Licence	Per premises	1,610.00	1,610.00	-	0%	OS
Small Casino Premises Licence	Per premises	1,350.00	1,350.00	-	0%	OS
Existing Casino Premises Licence	Per premises	1,010.00	1,010.00	-	0%	OS
Bingo Premises Licence	Per premises	900.00	900.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	900.00	900.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	710.00	710.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	710.00	710.00	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	900.00	900.00	-	0%	OS
Application for Provisional Statement:						
Regional Casino Premises Licence	Per premises	11,250.00	11,250.00	-	0%	OS
Large Casino Premises Licence	Per premises	7,500.00	7,500.00	-	0%	OS
Small Casino Premises Licence	Per premises	6,000.00	6,000.00	-	0%	OS
Existing Casino Premises Licence	Per premises	-	-	-	0%	OS
Bingo Premises Licence	Per premises	2,625.00	2,625.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	1,500.00	1,500.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	1,500.00	1,500.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	1,875.00	1,875.00	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	2,250.00	2,250.00	-	0%	OS
Copy Licence:						
Regional Casino Premises Licence	Per premises	20.00	20.00	-	0%	OS
Large Casino Premises Licence	Per premises	20.00	20.00	-	0%	OS
Small Casino Premises Licence	Per premises	20.00	20.00	-	0%	OS

Existing Casino Premises Licence	Per premises	20.00	20.00	-	0%	OS
Bingo Premises Licence	Per premises	20.00	20.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	20.00	20.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	20.00	20.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	20.00	20.00	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	20.00	20.00	-	0%	OS
Notification of Change:						
Regional Casino Premises Licence	Per premises	40.00	40.00	-	0%	OS
Large Casino Premises Licence	Per premises	40.00	40.00	-	0%	OS
Small Casino Premises Licence	Per premises	40.00	40.00	-	0%	OS
Existing Casino Premises Licence	Per premises	40.00	40.00	-	0%	OS
Bingo Premises Licence	Per premises	40.00	40.00	-	0%	OS
Adult Gaming Centre Premises Licence	Per premises	40.00	40.00	-	0%	OS
Family Entertainment Centre Premises Licence	Per premises	40.00	40.00	-	0%	OS
Betting Premises (Track) Licence	Per premises	40.00	40.00	-	0%	OS
Betting Premises (Other / Non-Track) Licence	Per premises	40.00	40.00	-	0%	OS
Gaming Machine Permits						
Application Fee:						
Family Entertainment Centre Permits	Per premises	300.00	300.00	-	0%	OS
Prize Gaming Permits	Per premises	300.00	300.00	-	0%	OS
Transactional Application Fee:						
Family Entertainment Centre Permits	Per premises	100.00	100.00	-	0%	OS
Prize Gaming Permits	Per premises	100.00	100.00	-	0%	OS
Renewal Fee:						
Family Entertainment Centre Permits	Per premises	300.00	300.00	-	0%	OS
Prize Gaming Permits	Per premises	300.00	300.00	-	0%	OS
Change of Name:						
Family Entertainment Centre Permits	Per premises	25.00	25.00	-	0%	OS
Prize Gaming Permits	Per premises	25.00	25.00	-	0%	OS
Copy of Permit:						
Family Entertainment Centre Permits	Per premises	15.00	15.00	-	0%	OS
Prize Gaming Permits	Per premises	15.00	15.00	-	0%	OS
Alcohol Licensed Premises Gaming Machine Permits						
Notification Fee (2 machines or less)	Per premises	50.00	50.00	-	0%	OS
New Application Fee	Per premises	150.00	150.00	-	0%	OS
Application by an Existing Permit Holder	Per premises	100.00	100.00	-	0%	OS
Vary Permit	Per premises	100.00	100.00	-	0%	OS
Transfer Permit	Per premises	25.00	25.00	-	0%	OS
Annual Fee	Per premises	50.00	50.00	-	0%	OS
Change of Name	Per premises	25.00	25.00	-	0%	OS
Copy of Permit	Per premises	15.00	15.00	-	0%	OS
Club Gaming and Club Machine Permits						
New Application Fee	Per premises	200.00	200.00	-	0%	OS
Application by an Existing Permit Holder	Per premises	100.00	100.00	-	0%	OS
New Application by Club Premises Certificate Holder (Fast Track)	Per premises	100.00	100.00	-	0%	OS
Renewal Fee	Per premises	200.00	200.00	-	0%	OS
Annual Fee	Per premises	50.00	50.00	-	0%	OS
Vary Permit	Per premises	100.00	100.00	-	0%	OS
Copy of Permit	Per premises	15.00	15.00	-	0%	OS
Small Society Lottery Registrations						
Registration Fee	Per premises	40.00	40.00	-	0%	OS

Annual Fee	Per premises	20.00	20.00	-	0%	OS
Temporary Use Notices						
Fee for giving a notice	Per premises	375.00	375.00	-	0%	OS
Fee for the Replacement of an Endorsed Copy of a Notice	Per premises	25.00	25.00	-	0%	OS

Appendix 2

Street Trading						
Harmonised Street Trading Charges per Street Trading Policy						
Street Trader Licences:						
Daily Consent/Licence	Per trader	22.00	22.00	-	0%	OS
Weekly (2 to 7 Days) Consent/Licence (Excluding Designated Market Days)	Per trader	66.00	68.00	2.00	3%	OS
Monthly (8 Days to Calendar Month) Consent/Licence (Excluding Designated Market Days)	Per trader	121.00	121.00	-	0%	OS
Annual Consent/Licence (Excluding Designated Market Days)	Per trader	380.00	380.00	-	0%	OS
Unestablished Markets:						
Category 1 - Up to 10 Traders		110.00	110.00	-	0%	OS
Category 2 - Between 11 and 30 Traders		110.00	110.00	-	0%	OS
Category 3 - Between 31 and 50 Traders		194.00	194.00	-	0%	OS
Category 4 - Between 51 and 70 Traders		209.00	209.00	-	0%	OS
Category 5 - Over 71 Traders		258.50	258.50	-	0%	OS

Taxi Licences						
A. Drivers - One Year Licences						
1) New HC Driver	Per vehicle	67.00	68.00	1.00	1%	OS
2) Renewal HC Driver	Per vehicle	67.00	68.00	1.00	1%	OS
3) New PHC Driver	Per vehicle	67.00	68.00	1.00	1%	OS
4) Renewal PHC Driver	Per vehicle	67.00	68.00	1.00	1%	OS
5) New Combined HC/PHV Driver	Per vehicle	95.00	96.00	1.00	1%	OS
6) Renewal Combined HC/PHV Driver	Per vehicle	95.00	96.00	1.00	1%	OS
B. Drivers - Two Year Licences						
1) New HC Driver	Per vehicle	119.50	121.00	1.50	1%	OS
2) Renewal HC Driver	Per vehicle	119.50	121.00	1.50	1%	OS
3) New PHC Driver	Per vehicle	119.50	121.00	1.50	1%	OS
4) Renewal PHC Driver	Per vehicle	119.50	121.00	1.50	1%	OS
5) New Combined HC/PHV Driver	Per vehicle	170.00	171.50	1.50	1%	OS
6) Renewal Combined HC/PHV Driver	Per vehicle	170.00	171.50	1.50	1%	OS
C. Drivers - Three Year Licences						
1) New HC Driver	Per vehicle	173.00	174.50	1.50	1%	OS
2) Renewal HC Driver	Per vehicle	173.00	174.50	1.50	1%	OS
3) New PHC Driver	Per vehicle	173.00	174.50	1.50	1%	OS
4) Renewal PHC Driver	Per vehicle	173.00	174.50	1.50	1%	OS
5) New Combined HC/PHV Driver	Per vehicle	246.00	248.00	2.00	1%	OS
6) Renewal Combined HC/PHV Driver	Per vehicle	246.00	248.00	2.00	1%	OS
D. Operators - One Year Licences						
1) New PH Operator	Per vehicle	118.00	119.50	1.50	1%	OS
2) Renewal PH Operator	Per vehicle	118.00	119.50	1.50	1%	OS
E. Operators - Two Year Licences						
1) New PH Operator	Per vehicle	212.00	214.00	2.00	1%	OS
2) Renewal PH Operator	Per vehicle	212.00	214.00	2.00	1%	OS
F. Operators - Three Year Licences						
1) New PH Operator	Per vehicle	306.00	308.00	2.00	1%	OS
2) Renewal PH Operator	Per vehicle	306.00	308.00	2.00	1%	OS
G. Operators - Four Year Licences						
1) New PH Operator	Per vehicle	400.00	404.00	4.00	1%	OS

2) Renewal PH Operator	Per vehicle	400.00	404.00	4.00	1%	OS
H. Operators - Five Year Licences						
1) New PH Operator	Per vehicle	494.00	498.00	4.00	1%	OS
2) Renewal PH Operator	Per vehicle	494.00	498.00	4.00	1%	OS
I. Other Charges						
Replacement Badge	Per vehicle	20.50	20.50	-	0%	OS
Locality Test	Per vehicle	20.00	21.00	1.00	5%	OS
Knowledge Test	Per vehicle	12.00	12.00	-	0%	OS
Hackney Carriage Vehicle	Per vehicle	212.50	214.00	1.50	1%	OS
Private Hire Vehicle	Per vehicle	212.50	214.00	1.50	1%	OS
Plate Transfer	Per vehicle	62.00	62.00	-	0%	OS
Cherished No Plate	Per vehicle	20.50	20.50	-	0%	OS
Loss of Licence	Per vehicle	13.00	13.00	-	0%	OS
Special Vehicles	Per vehicle	183.00	183.00	-	0%	OS

Appendix 2

Miscellaneous Licences							
Sex Establishments - Application Fee	Per premises	3,517.00	3,453.00	- 64.00	-2%	OS	Charge upon Grant Split out for 2017/18
Sex Establishments - Charge upon grant	Per premises		64.00			OS	Charge upon Grant Split out for 2017/18
Sexual Entertainment Venues - Application Fee	Per premises	3,517.00	3,453.00	- 64.00	-2%	OS	Charge upon Grant Split out for 2017/18
Sexual Entertainment Venues - Charge upon grant	Per premises		64.00			OS	Charge upon Grant Split out for 2017/18
Premises (e.g. 36 premises including Registry Offices for marriages) - only charged every 3 years	Per premises	1,848.00	1,848.00	-	0%	OS	
Scrap Metal Site (New) - Application Fee	Per premises	359.00	49.42			OS	Charge upon Grant Split out for 2017/18
Scrap Metal Site (New) - Charge upon grant	Per premises		299.00			OS	Charge upon Grant Split out for 2017/18
Scrap Metal Site - Variation	Per premises	164.50	49.42	- 115.08	-70%	OS	
Scrap Metal Site - Renewal	Per premises	342.00	-			OS	Fee removed in 2017/18
Scrap Metal Collector (New) Application Fee	Per premises	221.50	39.78			OS	Charge upon Grant Split out for 2017/18
Scrap Metal Collector (New) Charge upon grant	Per premises		203.00			OS	Charge upon Grant Split out for 2017/18
Scrap Metal Collector - Variation	Per premises	157.00	39.78	- 117.22	-75%	OS	
Scrap Metal Collector - Renewal	Per premises	221.50	-	-		OS	Fee removed in 2017/18

Fishing Licences						
Season Permit:						
Season Permit Standard	Per licence	33.00	33.00	-	0%	OS
Season Permit Concessionary	Per licence	23.00	23.00	-	0%	OS
One Adult & One Child	Per licence	43.50	43.50	-	0%	OS
One Adult & Two Children	Per licence	56.00	56.00	-	0%	OS
Late Application	Per licence	23.00	23.00	-	0%	OS
Late Application Concessionary	Per licence	15.50	15.50	-	0%	OS
Day Permit:						
Adults - 1 Sept to 31 Oct	Per licence	12.00	12.00	-	0%	OS
Adults - 1 Sept to 31 Oct Concessionary	Per licence	8.00	8.00	-	0%	OS
Adults - All Other Dates	Per licence	8.00	8.00	-	0%	OS
Adults - All Other Dates Concessionary	Per licence	4.50	4.50	-	0%	OS

Service/ Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/ decrease	% Change	
Housing Health & Safety Rating Scheme (HHSRS)							
Inspection Charge							
	Annual fee plus additional technical inspection costs for recovery of costs when taking enforcement action under the HHSRS scheme		275.00	280.00	5.00	1.82%	OS
Houses in Multiple Occupation Licensing							
HMO Charge							
	Application for a mandatory HMO licence	Per premises	850.00	850.00	-	0%	OS
	Application fee to re-licence a 5-person mandatory HMO	Per premises	700.00	700.00	-	0%	OS
	Application fee to re-licence a 6-person or more mandatory HMO	Per premises	750.00	750.00	-	0%	OS
Immigration Inspection Charges							
Inspection Charge							
	Inspection fee to ensure no overcrowding and suitability of property	Per premises	120.00	125.00	5.00	4.17%	SR

LAPPC Charges							
Application Fee:							
	Standard process		1,579.00	1,579.00	-	0%	OS
	Additional fee for operating without a permit		1,137.00	1,137.00	-	0%	OS
	Reduced fee activities (except VRs)		148.00	148.00	-	0%	OS
	PVR I & II combined		246.00	246.00	-	0%	OS
	Vehicle refinishers (VRs)		346.00	346.00	-	0%	OS
	Reduced fee activities: Additional fee for operating without a permit		68.00	68.00	-	0%	OS
	Mobile screening and crushing plant		1,579.00	1,579.00	-	0%	OS
	for the third to seventh applications		943.00	943.00	-	0%	OS
	for the eighth and subsequent applications		477.00	477.00	-	0%	OS
	Where an application for any of the above is for a combined Part B and waste application, add this extra amount to the above charges		297.00	297.00	-	0%	OS
Annual Subsistence Charge:							
	Standard process Low		739.00	739.00	-	0%	OS
	Additional *		99.00	99.00	-	0%	OS
	Standard process Medium		1,111.00	1,111.00	-	0%	OS
	Additional *		149.00	149.00	-	0%	OS
	Standard process High		1,672.00	1,672.00	-	0%	OS
	Additional *		198.00	198.00	-	0%	OS
	Reduced fee activities Low		76.00	76.00	-	0%	OS
	Reduced fee activities Medium		151.00	151.00	-	0%	OS
	Reduced fee activities High		227.00	227.00	-	0%	OS
	PVR I & II combined Low		108.00	108.00	-	0%	OS
	PVR I & II combined Medium component **		216.00	216.00	-	0%	OS
	PVR I & II combined High		326.00	326.00	-	0%	OS
	Vehicle refinishers Low		218.00	218.00	-	0%	OS
	Vehicle refinishers Medium		349.00	349.00	-	0%	OS
	Vehicle refinishers High		524.00	524.00	-	0%	OS
	Odourising of natural gas Low		No longer covered by Regulations therefore no fee payable	No longer covered by Regulations therefore no fee payable	-	0%	OS
	Odourising of natural gas Medium		No longer covered by Regulations therefore no fee payable	No longer covered by Regulations therefore no fee payable	-	0%	OS
	Odourising of natural gas High		No longer covered by Regulations therefore no fee payable	No longer covered by Regulations therefore no fee payable	-	0%	OS
	Mobile screening and crushing plant, for first and second permits Low		618.00	618.00	-	0%	OS
	Mobile screening and crushing plant, for first and second permits Medium		989.00	989.00	-	0%	OS
	Mobile screening and crushing plant, for first and second permits High		1,485.00	1,485.00	-	0%	OS
	for the third to seventh permits Low		368.00	368.00	-	0%	OS
	for the third to seventh permits Medium		590.00	590.00	-	0%	OS

for the third to seventh permits High		884.00	884.00	-	0%	OS
eighth and subsequent permits Low		189.00	189.00	-	0%	OS
eighth and subsequent permits Medium		302.00	302.00	-	0%	OS
eighth and subsequent permits High		453.00	453.00	-	0%	OS
The additional amounts must be charged where the invoice remains unpaid after a period of 8 weeks from the issue date		50.00	50.00	-	0%	OS
The additional amounts must be charged where a permit is for a combined Part B and waste installation		-	-	-	0%	OS
Where a Part B installation is subject to reporting under the E-PRTR Regulation, add this extra amount to the above charges		99.00	99.00	-	0%	OS
Transfer and Surrender:						
Standard process transfer		162.00	162.00	-	0%	OS
Standard process partial transfer		476.00	476.00	-	0%	OS
New operator at low risk reduced fee activity		75.00	75.00	-	0%	OS
Surrender: all Part B activities		-	-	-	0%	OS
Reduced fee activities: transfer		-	-	-	0%	OS
Reduced fee activities: partial transfer		45.00	45.00	-	0%	OS
Temporary transfer for mobiles:						
First transfer		51.00	51.00	-	0%	OS
Repeat transfer		-	-	-	0%	OS
Repeat following enforcement or warning		51.00	51.00	-	0%	OS
Substantial Change:						
Standard process		1,005.00	1,005.00	-	0%	OS
Standard process where the substantial change results in a new PPC activity		1,579.00	1,579.00	-	0%	OS
Reduced fee activities		98.00	98.00	-	0%	OS

LAPPC mobile plant charges						
Application Fee:						
1 permit	Per application	1,579.00	1,579.00	-	0%	OS
2 permits	Per application	1,579.00	1,579.00	-	0%	OS
3 permits	Per application	943.00	943.00	-	0%	OS
4 permits	Per application	943.00	943.00	-	0%	OS
5 permits	Per application	943.00	943.00	-	0%	OS
6 permits	Per application	943.00	943.00	-	0%	OS
7 permits	Per application	943.00	943.00	-	0%	OS
8+ permits	Per application	477.00	477.00	-	0%	OS
Subsistence Fee (Low):						
1 permit	Per application	618.00	618.00	-	0%	OS
2 permits	Per application	618.00	618.00	-	0%	OS
3 permits	Per application	368.00	368.00	-	0%	OS
4 permits	Per application	368.00	368.00	-	0%	OS
5 permits	Per application	368.00	368.00	-	0%	OS
6 permits	Per application	368.00	368.00	-	0%	OS
7 permits	Per application	368.00	368.00	-	0%	OS
8+ permits	Per application	189.00	189.00	-	0%	OS
Subsistence Fee (Medium):						
1 permit	Per application	989.00	989.00	-	0%	OS
2 permits	Per application	989.00	989.00	-	0%	OS
3 permits	Per application	590.00	590.00	-	0%	OS
4 permits	Per application	590.00	590.00	-	0%	OS
5 permits	Per application	590.00	590.00	-	0%	OS
6 permits	Per application	590.00	590.00	-	0%	OS
7 permits	Per application	590.00	590.00	-	0%	OS
8+ permits	Per application	302.00	302.00	-	0%	OS
Subsistence Fee (High):						
1 permit	Per application	1,484.00	1,484.00	-	0%	OS
2 permits	Per application	1,484.00	1,484.00	-	0%	OS
3 permits	Per application	884.00	884.00	-	0%	OS
4 permits	Per application	884.00	884.00	-	0%	OS
5 permits	Per application	884.00	884.00	-	0%	OS
6 permits	Per application	884.00	884.00	-	0%	OS
7 permits	Per application	884.00	884.00	-	0%	OS
8+ permits	Per application	453.00	453.00	-	0%	OS

LAPPC Charges						
Application	Per application	3,218.00	3,218.00	-	0%	OS
Additional fee for operating without a permit	Per application	1,137.00	1,137.00	-	0%	OS
Annual Subsistence Low	Per application	1,384.00	1,384.00	-	0%	OS
Annual Subsistence Medium	Per application	1,541.00	1,541.00	-	0%	OS
Annual Subsistence High	Per application	2,233.00	2,233.00	-	0%	OS
Substantial Variation	Per application	1,309.00	1,309.00	-	0%	OS
Transfer	Per application	225.00	225.00	-	0%	OS
Partial transfer	Per application	668.00	668.00	-	0%	OS
Surrender	Per application	668.00	668.00	-	0%	OS
Late Payment Fee	Per application	50.00	50.00	-	0%	OS

Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by £36.

Reduced fee activities are; Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil Burners under 0.4MW

Appendix 2

Newspaper Advertisements

Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs.

Dwelling Inspection Charges						
Inspection Charge						
Dwelling inspection charge for the purposes of issuing an Energy Performance Certificate	Per dwelling	40.00	40.00	-	0%	SR

Works in Default Charges						
Charge Band (Invoice amount before VAT)						
A <£100		100.00	100.00	-	0%	OS
B £101 to £250		150.00	150.00	-	0%	OS
C £251 to £500		170.00	170.00	-	0%	OS
D £501 to £900		220.00	220.00	-	0%	OS
E £901 to £1,300		250.00	250.00	-	0%	OS
F £1,301 to £1,700		300.00	300.00	-	0%	OS
G £1,701 to £2,100		350.00	350.00	-	0%	OS
H £2,101 to £2,550		420.00	420.00	-	0%	OS
I £2,501 to £3,000		500.00	500.00	-	0%	OS
J £3,001 to £3,500		600.00	600.00	-	0%	OS
K £3,501 to £4,000		700.00	700.00	-	0%	OS
L £4,001 to £5,000		800.00	800.00	-	0%	OS
M £5,001 to £6,000		900.00	900.00	-	0%	OS
N £6,001 to £7,000		1,000.00	1,000.00	-	0%	OS
O £7,001 to £8,000		1,100.00	1,100.00	-	0%	OS
P £8,001 to £9,000		1,200.00	1,200.00	-	0%	OS
Q £9,001 to £10,000		1,300.00	1,300.00	-	0%	OS
R £10,001 to £12,500		1,400.00	1,400.00	-	0%	OS
S £12,501 to £15,000		1,500.00	1,500.00	-	0%	OS
T £15,001 to £20,000		2,000.00	2,000.00	-	0%	OS
U >£20,000		2,500.00	2,500.00	-	0%	OS

Environmental Search Charge						
Inspection Charge						
Environmental Search Per Property or Search Site		50.00	50.00	-	0%	OS
Additional Charges Depending on Length and Extent of Search to Agree with Client		TBA	TBA	-	0%	OS

Durham Student Assured Housing Scheme						
Inspection Charge (New in 2016-17)						
For a Licensed HMO to be Accredited		30.00	30.00	-	0%	OS
For a Non-Licensed HMO to be Accredited		180.00	180.00	-	0%	OS

Fees shown above are not subject to VAT unless indicated as the work is a statutory monopoly of the local authority and qualifies as a "non business" activity. VAT will be applied where appropriate.

When a visit is made by a Trading Standards Officer to any premises for the purpose of carrying out any of the functions or activities listed below, each visit may be subject to a minimum charge of £59.60 + VAT per Officer. Visits carried out partly or entirely outside of normal office hours may incur a surcharge of 50% on the standard fee or on the standard hourly rate per Officer per hour.

Where the 2016-17 charges states 'Flat Rate' the charge is as follows:

Trading Standards Officer	£59.60/hr (2015-15 £56.25/hr)
Support Officer	£35.87/hr (2015-16 £32.65/hr) per support officer in attendance

This charge has been set in accordance with the Local Authorities Coordinators of Regulatory Services (LACORS) nationally agreed guidelines.

Service/Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/decrease	% Change		Comments
Trading Standards								
	1 - Passing as Fit for Use for Trade Sections 11, 49 and 76 of the Weights and Measures Act 1985 and Measuring Instruments Directive	Per hr	59.60	59.60	-	0%	OS	
	a. Measuring Instruments Directive	Per hr	Flat Rate	Flat Rate	-	0%	SR	Per ACTSO Recommendations

In order to reflect additional costs associated with examination, testing and documentation, and maintenance of MID notified body status, certain classes of instrument covered by MID should be subject to additional charges, as follows:

1 - No extra charge for:

- Automatics, being automatic discontinuous totalisers, automatic rail weighbridges, automatic catchweighers, automatic gravimetric filling instruments and beltweighers
- Cold water meters

2 - 10% surcharge for:

- Measuring instruments for liquid fuel and lubricants
- Measuring instruments for liquid fuel delivered from road tankers

3 - 25% surcharge for:

- Capacity serving measures
- Material measures of length

Note: Fees increase for initial MID conformity assessment, but not subsequent reverification.

Service/Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/decrease	% Change		Comments
	b. Special Weighing and Measuring Equipment		Flat Rate	Flat Rate	-	0%	SR	Per ACTSO Recommendations

Examining, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment at the place where the service is provided. Such types of equipment, specifically excluded from tables C to H below, include:

- Automatic or totalising weighing machines
- Equipment designed to weigh loads in motion
- Bulk fuel measuring equipment tested following a Regulation 65 or 66 occurrence under the 1983 Regulations or Regulation 23 or 24 occurrence under the 1988 Regulations
- Weighing or measuring equipment tested by means of statistical sampling
- The establishment of calibration curves from templets
- Templates graduated in millilitres
- Testing or other services in pursuance of a Community obligation other than EC initial or partial verification

Service/Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/decrease	% Change		Comments
	c. Weights		Flat Rate	Flat Rate	-	0%	SR	Per ACTSO Recommendations

1 - Weights exceeding 5kg or not exceeding 500mg, 2CM

2 - Other weights

VAT to be added, unless under the Measuring Instruments (EEC Requirements) Regs 1988

Service/Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/decrease	% Change		Comments
	d. Measures		Flat Rate	Flat Rate	-	0%	SR	Per ACTSO Recommendations

1 - Linear measures not exceeding 3m for each scale

2 - Capacity measures without divisions not exceeding 1 litre

3 - Cubic ballast measures (other than brim measures)

4 - Liquid capacity measures for making up and checking average quantity packages

5 - Templets

- Per scale - first item
- Second and subsequent items

VAT to be added, unless under the Measuring Instruments (EEC Requirements) Regs 1988

Service/Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/decrease	% Change		Comments
	e. Weighing Instruments		Flat Rate	Flat Rate	-	0%	SR	Per ACTSO Recommendations

1 - Non-EC - Not exceeding 1 tonne

2 - Non-EC - 1 tonne to 10 tonne

3 - Non-EC - Exceeding 10 tonnes

For above 3 pieces of equipment - VAT to be added unless under the Measuring Instruments (EEC Requirements) Regs 1988

4 - EC (NAWI) - Not exceeding 1 tonne

5 - EC (NAWI) - 1 tonne to 10 tonne

6 - EC (NAWI) - Exceeding 10 tonnes

When supplying specialist equipment (including but not limited to weighbridge test unit, van and test weights, etc) an additional fee may be charged hourly, daily or per appointment, according to circumstance.

Service/ Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/ decrease	% Change		Comments
	f. Measuring Instruments for Intoxicating Liquor		Flat Rate	Flat Rate	-	0%	SR	Per ACTSO Recommendations

1 - Not exceeding 150ml
2 - Other

Service/ Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/ decrease	% Change		Comments
	g. Measuring Instruments for Liquid Fuel and Lubricants		Flat Rate	Flat Rate	-	0%	SR	Per ACTSO Recommendations

1 - Container type (unsubdivided)
2 - Single/multi - outlets (nozzles)
• First nozzle tested
• Each additional nozzle tested
3 - Testing of peripheral electronic equipment on a separate visit (per site)
4 - Testing of credit card acceptor (per unit, regardless of no. of slots/nozzles/pumps)
VAT to be added, unless under the Measuring Instruments (EEC Requirements) Regs 1988

Service/ Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/ decrease	% Change		Comments
	h. Road Tanker Fuel Measuring Equipment (above 100 litres)		Flat Rate	Flat Rate	-	0%	SR	Per ACTSO Recommendations

1 - Meter measuring systems
• Wet hose type with two testing liquids
• Wet hose type with three testing liquids
• Dry hose type with two testing liquids
• Dry hose type with three testing liquids
• Wet/Dry hose type with two testing liquids
• Wet/Dry hose type with three testing liquids
VAT to be added, unless under the Measuring Instruments (EEC Requirements) Regs 1988
2 - Dipstick measuring systems
• Up to 7,600 litres (for calibration of each compartment and production of chart)
• Any compartment over 7,600 litres (minimum charge ½ hour)
• Initial dipstick
• Spare dipstick
• Replacement dipstick (including examination of compartment)

Service/ Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/ decrease	% Change		Comments
	Certification and Calibration (Sec. 74 Weights and Measures Act 1985)							
	Certification and Calibration (Sec. 74 Weights and Measures Act 1985)		Flat Rate	Flat Rate	-	0%	SR	Per ACTSO Recommendations

In Situ Tests
1 - Cost of provision of testing equipment (minimum charge ½ hour)
2 - Metrology Laboratory Calibration & Tests (minimum charge ½ hour)
Note 1 - For supplying a certificate containing results of errors found on testing (Certificate supplied upon request of the submitter; fee applies when no other fee is payable)
Note 2 - An additional charge may be made where officers are requested to work outside normal office hours

Service/ Responsible Officer	Fee/Charge/SLA	Charging basis	Current Charge 2016/17	Proposed Charge 2017/18	Increase/ decrease	% Change		Comments
	Hire of Weights							
	1 - Collected and returned to Department by hirer per tonne or part thereof per 24 hours or part thereof	Per tonne per 24 hours	51.00	60.00	9.00	18%	SR	Set by DCC Trading Standards
	2 - Delivered to and/or collected from site by Department	Per delivery	Charges in (1) above plus 49p per mile + VAT and £33.69/hr + VAT per person	Charges in (1) above plus 49p per mile + VAT and £33.69/hr + VAT per person	-	0%	SR	Set by DCC Trading Standards
	4 - Microwave Ovens							
	1 - Fee for testing microwave ovens for microwave radiation leakage	Per oven + VAT	20.00	25.00	5.00	25%	SR	Set by DCC Trading Standards
	5 - Poisons Act							
	1 - Initial registration	Per registration	34.50		- 34.50	-100%	SR	Set by DCC Trading Standards <i>Can be removed as no longer a valid fee</i>
	2 - Re-registration	Per registration	18.00		- 18.00	-100%	SR	Set by DCC Trading Standards <i>Can be removed as no longer a valid fee</i>
	3 - Change in details of registration	Per registration	9.00		- 9.00	-100%	SR	Set by DCC Trading Standards <i>Can be removed as no longer a valid fee</i>
	Explosives Act							
	1 - Licence for person to store explosive (1 year)	Per licence	178.00	185.00	7.00	4%	OS	Statutory
	2 years			243.00			OS	Statutory <i>new for 2017/18</i>
	3 years			304.00			OS	Statutory <i>new for 2017/18</i>
	4 years			374.00			OS	Statutory <i>new for 2017/18</i>
	5 years			423.00			OS	Statutory <i>new for 2017/18</i>

2 - Renewal of licence (1 year)	Per licence	83.00	86.00	3.00	4%	OS	Statutory	new for 2017/18 new for 2017/18 new for 2017/18 new for 2017/18 Appendix 2
2 years			147.00			OS	Statutory	
3 years			206.00			OS	Statutory	
4 years			266.00			OS	Statutory	
5 years			326.00			OS	Statutory	
3 - Registration in relation to the storage of explosives (1 year)	Per registration	105.00	109.00	4.00	4%	OS	Statutory	new for 2017/18 new for 2017/18 new for 2017/18 new for 2017/18 new for 2017/18
2 years			141.00			OS	Statutory	
3 years			173.00			OS	Statutory	
4 years			206.00			OS	Statutory	
5 years			238.00			OS	Statutory	
4 - Renewal of Registration (1 year)	Per registration	52.00	54.00	2.00	4%	OS	Statutory	new for 2017/18 new for 2017/18 new for 2017/18 new for 2017/18 new for 2017/18
2 years			86.00			OS	Statutory	
3 years			120.00			OS	Statutory	
4 years			152.00			OS	Statutory	
5 years			185.00			OS	Statutory	
5 - Varying the name of the Licensee of address of site, transfer of license or registration, replacement of license or registration, or any other kind of variation	Per licence/registration	35.00	36.00	1.00	3%	OS	Statutory	
6 - Annual License for supply of adult fireworks	Per licence	500.00	500.00	-	0%	OS	Statutory	

7. Prosecution Costs								
1 - Hourly rate for preparation of case reports:								
Economic Wellbeing Manager		49.26	49.26	-	0%	SR	Set by DCC Trading Standards	
Divisional Manager		42.48	42.48	-	0%	SR	Set by DCC Trading Standards	
Senior Trading Standards Officer/EHO		34.36	34.36	-	0%	SR	Set by DCC Trading Standards	
Principal Animal Health Inspector		30.64	30.64	-	0%	SR	Set by DCC Trading Standards	
Senior Consumer Protection Officer / Consumer Protection Officer / Animal Health Officer		29.23	29.23	-	0%	SR	Set by DCC Trading Standards	
Technical Assistant		26.82	26.82	-	0%	SR	Set by DCC Trading Standards	
Technical Support Assistant		20.03	20.03	-	0%	SR	Set by DCC Trading Standards	

Penalty Charge Notices								
Estate Agents Act 1979								
Estate Agents Redress Scheme		1,000.00	1,000.00	-	0%	OS	Statutory	
Energy Performance of Buildings (England and Wales) Regulations 2012								
EPC to prospective buyer or tenant *		200.00	200.00	-	0%	OS	Statutory	
EPC to ultimate buyer or tenant *		200.00	200.00	-	0%	OS	Statutory	
Requirement to commission EPC before marketing		200.00	200.00	-	0%	OS	Statutory	
Construction Duty Relevant Person to give Owner EPC within 5 days of completion		200.00	200.00	-	0%	OS	Statutory	
Display Energy Certificates								
DEC (14(3)(a))		1,000.00	1,000.00	-	0%	OS	Statutory	
DEC (14(3)(b))		500.00	500.00	-	0%	OS	Statutory	
Duty to provide Enforcement Officer documentation Reg 35 (5)		200.00	200.00	-	0%	OS	Statutory	

* For Domestic Properties the charge is £200.00, but for Commercial Properties the Penalty Charge varies dependant on the rateable value from £500 to £5,000

3 - FPN Children & Families Act 2014 for UAS of Nicotine Inhaling Products								
Paid Within 15 Days		60.00	60.00	-	0%	OS	Statutory	
Paid After 15 Days		90.00	90.00	-	0%	OS	Statutory	

Registered Trader Scheme								
Membership Fees								
New Application Fee	Per application	150.00	-	150.00	-100%	OS	Set by DCC Trading Standards	Removed from 2017/18
Membership Renewal Fee	Per renewal	120.00	-	120.00	-100%	OS	Set by DCC Trading Standards	Removed from 2017/18

Air Conditioning Systems Under EPBD Regs								
FPN Charges A/C Systems Output Above 12 W								
For a breach of any specified duty (listed in Regulation 36) under the Energy Performance of Buildings (England & Wales) Regulations 2012 has been committed, a penalty charge notice may be given, subject to the relevant person being able to satisfy the statutory defences in Regulation 37 where an EPC is unobtainable, or being able to show that they took all reasonable precautions and exercised all due diligence to avoid breaching the duty.		-	-	-	0%	OS	EPBD Regs	
For buildings that are a dwelling, the penalty notice charge for breach of duties is £200.		200.00	200.00	-	0%	OS	EPBD Regs	
For non-domestic properties, the minimum and maximum penalty charges can vary between £500 and £5,000 depending on the rateable value of the property.		-	-	-	0%	OS	EPBD Regs	
Minimum Penalty Rateable Value		500.00	500.00	-	0%	OS	EPBD Regs	
Maximum Penalty Rateable Value		5,000.00	5,000.00	-	0%	OS	EPBD Regs	
Failure to comply with the duties concerning DEC's and their associated recommendation reports could result in a penalty charge of up to £1,000		1,000.00	1,000.00	-	0%	OS	EPBD Regs	
Trading Standards Officers have powers to request air conditioning reports and failure to produce the report will result in a penalty fine of £300		300.00	300.00	-	0%	OS	EPBD Regs	

Petroleum Licensing								
Fee payable in respect of applications for the granting and transfer of Petroleum Spirit licences								
Licence to keep petroleum spirit of a quantity not exceeding 2,500 litres	Per licence	42.00	44.00	2.00	5%	OS	Statutory	
Licence to keep petroleum spirit of a quantity exceeding 2,500 litres but not exceeding 50,000 litres	Per licence	58.00	60.00	2.00	3%	OS	Statutory	
Licence to keep petroleum spirit of a quantity exceeding 50,000 litres	Per licence	120.00	125.00	5.00	4%	OS	Statutory	
Transfer of petroleum spirit licence	Per licence	8.00	8.00	-	0%	OS	Statutory	
Petroleum Site Environmental Surveys and Reports	Per Report	150.00	150.00	-	0%	SR	Statutory	

Fees shown under headings 1, 5, 6 and 7 above are not subject to VAT unless indicated as the work is a statutory monopoly of the local authority and qualifies as a "non business" activity.