

Children and Young People Fees & Charges Proposals – 2010/11

1. Introduction

1.1 The main report highlights the fact that the starting point for the base budget assumes that fees and charges will increase by 1.5%. However officers seek every opportunity to maximise income, while accepting that:

- Fees and charges can have a direct impact on usage and take up;
- In some circumstances the Council is providing services in direct competition to the private sector. Where this is the case, price is likely to have a direct link with demand and it is important that the Council does not 'price itself out of the market';
- Raising fees and charges can in some instances work against the Council's social inclusion agenda by effectively discriminating against those who are less able to pay;
- For some services there is a clear expectation that fees and charges will reflect the costs incurred in providing the service. The Council may open itself to legal challenge if the increases it makes cannot be justified.
- Some income generating activities are subject to contractual arrangements where the actual levels of charges are set by the contractor, taking into account market factors and the parameters agreed with the Council to meet its social inclusion agenda. In these cases, marginal increases in fees and charges (within Council parameters) are retained by the contractor and therefore do not have a direct impact on council budgets.

1.2 The main Children and Young People services and functions to which fees and charges apply are:

1. Home to School Transport
2. School Meals
3. Youth Service
4. GIS Ordnance Survey Maps

2. Children & Young People Directorate Proposals

2.1 Home to School Transport

A review of the home to school transport policy took place during 2009/10, and the policy for the 2010/11 academic year was approved by Executive. This included a review of charges for the Fare Paying Scheme, which is now a graded fare charging system based on radial distance. The current charges are as follows:

- A up to 3 miles - £193 per year (£96.50 per half year)
- B up to 6 miles - £386 per year (£193 per half year)
- C over 6 miles - £739 per year (£369.50 per half year)

2.2 School Meals

The school meals contractor is Dolce and 67 schools are in the contract. The meal price is £2.00 for both primary and secondary schools for a two course meal. These meal prices have been agreed until July 2012 when the contract with Dolce expires.

2.3 Youth Service

Youth Officers have set fees and charges across all the centres to ensure compatibility. This includes size of venue, and resources available.

2.4 GIS Ordnance Survey Maps

It is proposed to keep the charges for ordnance survey maps at £20.

3. Summary of Proposals

The detailed proposals for fee increases are set out below.

Summary of proposed changes to fees and charges – Children & Young People 2010-2011			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Youth & Community Centres – facility hire to voluntary and community groups			
Meeting Room	£7.60	£7.70	
Small Hall/Theatre	£13.00	£13.20	
Large Hall/Gymnasium	£17.85	£18.10	
Kitchen & Coffee Bar	£10.85	£11.00	
Stage/Lighting /Sound Additional charge dependent upon individual requirements			
Youth & Community Centres – facility hire to commercial organisations			
Meeting Room	£12.90	£13.10	
Small Hall/Theatre	£19.60	£19.90	
Large Hall/Gymnasium	£27.05	£27.45	
Kitchen & Coffee Bar	£16.30	£16.55	
Activity programme for Young People			
Annual Youth Club membership varies according to nature of club			
Basic sessional charge	60p	60p	
Instructional session	£1	£1	

Appendix 2a

Summary of proposed changes to fees and charges – Children & Young People 2010-2011			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
6 week evening course in adventurous activity	£36.50	£37.00	
Residential Activity Programmes for Young People (see brochures for details)			
Croft Field Centre – charges based on group size and length of stay			
Adventurous Expeditions – charges based on actual cost of travel, accommodation and travel.			
GIS Ordnance survey maps			
Charges per map			£20

Appendix 2b

Community Services Fees & Charges Proposals – 2010/11

- 1.1 Councils have the power to charge for certain social care services, and are required to have a charging policy that is demonstrably fair and does not undermine the overall objectives of social care – that is, to promote both independence and social inclusion of service users. It is recognised that the level of fees and charges can have a direct impact on usage and take up, and in some instances work against the Council's social inclusion agenda by effectively discriminating against those who are less able to pay.
- 1.2 The Council's policy is therefore to charge service users an 'affordable' amount, which is uplifted by inflation each year. However, where other local authorities, or Health organisations, are purchasing Council services on behalf of their service users, the charges made to these organisations are designed to reflect the actual costs of the service.
- 1.3 West Berkshire Council's Fairer Charging Policy for non residential services, introduced in 2003, states the individual will have one assessed charge for all services. All services will be added together before a service user is financially assessed.
- 1.4 The guidance allows for a prescribed list of allowances, for example, accommodation, rates, insurance etc. plus disability related costs, for example, community alarm system, extra heating costs.
- 1.5 These allowances are then deducted from the total income to give an assessable income. Since 2008/9 West Berkshire Council has used 100% of the assessable income as chargeable income in line with most other Councils.
- 1.6 There are generally two types of charges – discretionary and statutory.

Discretionary Charges

Home care and Laundry

- 1.7 The average increase being proposed for home care, and laundry services is 1.5% to reflect the downturn in inflation rates nationally. Some charges are rounded to the nearest 5p or 10p and some individual increases may be slightly different. This is in line with the increases to Pension Credit and other benefits that are payable by the Benefits Agency to some of the service users.

Community meals

- 1.8 The Council, through a contract with Apetito, provides just under 56,000 meals per annum to individuals who are assessed as "critical" and unable to heat a prepared meal or provide themselves a hot meal. The charge is proposed at £4.10 per meal and is not means tested. The cost to West Berkshire Council is £5.74 per meal. This is a subsidy of £1.64. per meal.

Respite Care

- 1.9 To date, a standard charge has been applied under Charging for Residential Accommodation Guidance (CRAG) regulations. The charge has been £70.65 per week for older people with slight variations on the figure for adults, depending on age and Benefits entitlement.

As Personal Budgets become the default position for service users over the next 1-2 years, it will be necessary to charge respite care under WBC Fairer Charging Policy rather than CRAG. This will mean in practise that service users will be charged the actual for respite care and then means tested. The modelling for this proposal has identified approximately 80 individuals who will be adversely affected. A detriment will be applied for those individuals ie a phased introduction from the current charge to the new charge over 3 years.

It is proposed by the Adult Social Care Transformation Board, that the decision to change from charging a standard rate to charging under Fairer Charging will be dealt with by an Individual Decision by the Portfolio Lead as it entails a change in the Council's policy.

Day Care and Transport

- 1.10 As the Council progresses Personal Budgets 2 key issues arise with regard charging for day care and transport, similar to charging for respite care;

(i) Cost of the service; day services and transport costs will need to reflect a figure much closer to the unit costs. The Personal Budgets Project Board is proposing the following for day services, currently charged at £10.20

Older People	£20 per day
Learning Disability	£40 per day
Mental Health	£40 per day
Physical disability	£40 per day

And for transport, currently charged at £1.15 to £5 per journey

- (ii) Profiling our service users, indicates approximately 100 will be disadvantaged by this proposal, mainly those who pay full costs, A detriment over 3 years will be proposed for these individuals.

The Project Board is still working up these proposals and has yet to consult with service users, It may therefore be necessary to begin 2010/11 with a standard uplift of 1.5% on 2009/10 charges.

Day Care- Other Local Authorities

1.11 The charge to other local authorities and Health organisations for places in West Berkshire day services is increasing by 1.5%. The charge is based on an inflationary uplift. At present two other local authorities use WBC services each week. The proposed new charges will be:

Physical disability	£88.35
Older People	£54.35
Learning Disability	£82.65
Mental Health	£62.35

Housing

1.12 The rental costs of Temporary Accommodation in West Berks needs to be increased by 5% social cap in line with the national increase for social housing rents and to ensure that the council is able to pay for the maintenance cost of these properties.

Social Care Training

1.13 The Government provides funding for care sector training and we use this funding to deliver a comprehensive joint training programme for staff and people working in the private and voluntary care sector. Anyone can access training and charges represent the average costs eg for a place on a course. The grant funding enables charges to local and accredited social care providers to be subsidised, hence the lower rate fee. Charging is essential to make the funding go further and ensure people book on courses and turn up. We have applied a 1.5% increase to our charges to recognise increasing costs.

The Department of Health requires Councils to work closely with it's partners on joint training and to facilitate improved standards of care through training initiatives, therefore some joint training has to apply the same charges as the partners involved and will sit outside this charging policy."

	Full Day	Half Day
Adult & Children's Social Care Staff at WBC	Funded	Funded
Private, Voluntary & Independent social care providers, partners & accredited organisation & Direct Payments service users	£36.00	£20.50
Anyone else	£66	£36
Social Care Trainer Hire to Private, Voluntary & Independent social care providers, partners & accredited organisation	£122	No half day rate

Social Care Trainer Hire to anyone else	£305	No half day rate
Hire of training room & equipment for Private, Voluntary & Independent social care providers, partners & accredited organisation	£66	£36

Statutory Charges

- 1.14 The method of assessing contributions from clients in long-term residential care is covered by CRAG regulations issued by the Department of Health.
- 1.15 The charges to full cost payers in WBC Homes for the Elderly, and to other local authorities who access services run by West Berkshire Council, are based on current information in respect of cost and the estimated number of clients using the service. The proposed full standard charge for WBC Homes for the Elderly is an increase of 1.5% from £689.20 to £699.55 per week.
- 1.16 The attached appendix gives details of the new charges.

Community Services Fees & Charges Proposals – 2010/11

2 Cultural Services

- 2.1 Charges for cultural services are almost entirely for discretionary services. The West Berkshire Leisure Card was introduced in April 2009. By the end of November 2009, 22,373 cards had been issued to library and leisure centre users. As well as allowing card holders to benefit from discounted charges, the data gathered in the first year of operation will provide detailed customer analysis later this year.

Leisure Centres

- 2.2 All of the Council's Leisure Centres are managed under contract by Parkwood Leisure. The Council sets the maximum fee that can be charged. The actual level of charge is set in accordance with Parkwood's own marketing policies, taking account of the Council's objectives for the residents' leisure card. This approach is designed to ensure access to core services at charges that can be afforded by all whilst allowing for a full cost recovery for value added activity such as teaching, coaching, and instructional programmes and other commercial activity within the Council's assets.
- 2.3 In placing all of the Council's Leisure Centres under the operational control of a single contractor, West Berkshire Council hoped to be able to unify pricing structures across the District. However, it was recognised that this would have resulted in significantly increased prices at some sites. Parkwood indicated that

they would prefer to align prices across all leisure centre sites more gradually over a number of years. Although this has been progressed since 2007, there are still a few variations where prices will need to increase by more than the rate of inflation in order to catch up with other sites. No sites will charge more than the maximum permissible charge.

- 2.4 The terms of this contract allow the contractor to retain all income up to an agreed threshold. If the total income exceeds this threshold then a sliding scale of income share arrangements start to apply. Both the threshold and the actual scale of charges are subject to year on year inflationary uplifts. In practical terms the threshold is unlikely to be reached unless windfall conditions apply. For example, the complete closure of a significant competitor in the same catchment area. Increases in fees and charges for leisure centres will therefore have no effect on the income generated by West Berkshire Council.
- 2.5 The national free swimming programme continues into the 2010 / 2011 financial year. This central government grant allows all people over 60 years of age to have free entry to public swimming sessions across all Council owned swimming pools.
- 2.6 Leisure Centre Joint Management Committees will be consulted on the proposed fees and charges during the January / February round of meetings.

Heritage and Tourism Services

- 2.6 The Tourism team have proposed increases of 1.5% to the advertising prices for inclusion in the tourism guide "Welcome to West Berkshire". The new prices relate to inclusion for the year beginning 1st January 2011.
- 2.7 West Berkshire Museum is the repository for the archive resulting from any developer funded archaeological work in West Berkshire. It has become usual practise for museums to charge the developer, via the archaeological contractor, a contribution towards the care of this archive. These costs are based on the equivalent to the rate of the English Heritage (HBMC) box storage grant; no change in the current fees is proposed for 2010/11.
- 2.8 The fee charged for research undertaken by staff for commercial or large enquiries has been extended to apply to the museum as well as the archaeology service.
- 2.9 There is no proposal to increase charges made to use images that are the property of West Berkshire Council which are compatible with those published by other museums. In response to evidence that some local history groups, etc, are no longer using images from the Museum's collections as they find the charges prohibitive it is proposed to introduce discounted fees for non-profit making organisations based in West Berkshire, including parish councils.
- 2.9 Charges for room hire at Shaw House have not been increased for West Berkshire Council or Not For Profit bookings. Charges for Commercial bookings have been reduced by 12% following a review of this strand of business which

currently accounts for less than 1% of bookings. The difference in charges between not for profit and commercial bookings is comparable with other venues.

- 2.10 Charges for heritage visitors to Shaw House have been significantly revised following a first season of opening. These reflect the current product offer, i.e. a restored house but still within school grounds rather than pleasant gardens. In addition these revised prices reflect market testing during 2009, visitor feedback, research of comparative venues and recent research into heritage visits by families. The headlines are all charges are reduced by 25% and family ticket is under £10.

Library Services

- 2.11 The library service proposes to keep most of its charges unchanged for 2010/11. West Berkshire is already charging high overdue fines in comparison with other library authorities. The service is also trying to ensure a degree of parity on fines with other members of the SELMS consortium to facilitate ease of use for library customers across authority boundaries. Concern about incurring fines does deter some potential library users.
- 2.12 The development of on-line DVD hire services and the increasing availability of downloadable materials are driving down charges in existing hire services. A wider review of “chargeable” services will be completed in 2010 and until outcome of this review is known, the recommendation is to freeze hire charges at the 2009/10 level.
- 2.13 The service is proposing to increase some of the photocopying charges, and this will be matched in Heritage and Tourism. In addition a new charge for the hire of performance sets borrowed from outside the SE region is being proposed.

Description	Fees 2009/10	Proposed Fee 2010/11	Notes
Service – All client groups			
Home care – maximum hourly rate	£18.35	£18.65	
Home care – key safes at client's home	£37.15	£37.75	
Laundry service	£4.00	£4.10	
Community meals and meals provided by WBC day care centres	£4.00	£4.10	
Transport – maximum charge per journey	£1.15	£1.20	
Community Respite Care maximum hourly charge	£12.35	£12.55	
Residential respite care per week	£70.65	£71.75	
Day care – maximum attendance charge per day	£10.20	£10.35	
Home care – maximum hourly rate	£18.35	£18.65	
Home care – key safes at client's home	£37.15	£37.75	
Laundry service	£4.00	£4.10	
Community meals and meals provided by WBC day care centres	£4.00	£4.10	
Transport – maximum charge per journey	£1.15	£1.20	

Description	Fees 2009/10	Proposed Fee 2010/11	Notes
Service – All client groups			
Community Respite Care maximum hourly charge	£12.35	£12.55	
Residential respite care per week	£70.65	£71.75	
Day care – maximum attendance charge per day	£10.20	£10.35	

Service - Elderly			
Residential care – Minimum charge per week	£70.65	£71.75	
Residential care WBC Homes - full cost per week	£689.20	£699.55	
Residential care independent sector homes - full cost per week	Actual cost	Actual cost	
Residential care WBC Homes – charge the assessed contribution whilst in hospital if bed is being retained at the home	Assessed charge	Assessed charge	
Residential care WBC Homes – charge the assessed contribution from date of admission even if client subsequently decides to leave the home during review period.	Assessed charge from date of admission	Assessed charge from date of admission	
Day care – full cost to OLAs per day	£53.55	£54.35	

Service Physical Disabilities			
Residential care – Minimum charge per week 25yrs-60yrs	£65.25	£66.23	
Residential care – Minimum charge per week 18yrs-24yrs	£52.70	£53.50	
Residential care independent sector homes - full cost per week	Actual cost	Actual cost	
Day care – full cost to OLAs per day	£87.00	£88.35	
Service -Learning Disabilities			
Residential care – Minimum charge per week 25yrs-60yrs	£65.25	£68.55	
Residential care – Minimum charge per week 18yrs-24yrs	£52.70	£53.50	
Day opportunities – full cost to OLAs/PCTs per day	£81.60	£82.85	

Service -Learning Disabilities			
Supported Employment– full cost to OLAs/PCTs per day	£115.30	£117.05	
Transporting clients from care homes to day centre (charge to provider)	At cost	At cost	
Charge to voluntary organisation for using Greenfield House per day	£25.90	£26.30	
Adult Placement – management fee to OLAs per week	£72.25	£73.35	
Service –Mental Health			
Residential care – Minimum charge per week 25yrs-60yrs	£65.25	£68.55	
Residential care – Minimum charge per week 18yrs-24yrs	£52.70	£55.35	
Day care – full cost to OLAs per day	£61.40	£62.35	

Service – Training			
Charges to OLAs in Berkshire & other WBC Directorates per training day	£65	£66.00	
Charges to OLAs in Berkshire & other WBC Directorates per half day	£35.00	£36.00	
Charges to independent sector contracted and/or accredited providers:			
Per training day	£35.00	£36.00	
Per half day course.	£20.00	£20.50	
Bespoke training per day	£120.00	£122.00	
Charges to independent sector non- accredited providers:			
Per training day	£70.00	£71.05	
Per half day course.	£35.00	£35.55	
Bespoke training – per day	£300.00	£304.50	

Charges to independent sector non- accredited providers:			
Cancellation charge outside of notice period	Full charge of course	Full charge of course	
Hire of training room & equipment per half day	£35.00	£35.55	
Hire of training room & equipment per day	£65.00	£66.00	

Service –Housing			
Copy of Housing Needs Assessment	No Charge	No Charge	Other Local Authorities do not charge for this so we are not able to
Average rent for temporary accommodation per week	£87.90	£92.30	
Do it yourself Shared Ownership rent	5% on Individual contract terms	5% on Individual contract terms	

Tourism Service Fees and Charges.			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Annual Charges for Entries in the Welcome to West Berkshire Guide and Website.			
Attractions ¼ Page Basic Entry	£64.00	£65.00	Basic Entry Provides a listing on the Visit West Berkshire Website. www.visitwestberks.org.uk
Attractions ¼ Page Enhanced Entry	£328.00	£335.00	Enhanced Entry Provides a listing on the Visit West Berkshire Website that contains a direct link through to the establishments own website.
Attractions ¼ Page Premium Entry	£412.00	£420.00	Premium Entry Provides an enhanced website entry and space in the printed guide.
Attractions ½ page <i>Premium Entry</i>	£717.50	£730.00	
Attractions 1 Page <i>Premium Entry</i>	£1,215.00	£1,235.00	
Mid Year Entries into the web site only.			
Attractions ¼ Page <i>Basic Entry</i>	£64.00	£65.00	

Tourism Service Fees and Charges.			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Annual Charges for Entries in the Welcome to West Berkshire Guide and Website.			
Eating Out <i>Basic Entry</i>	£64.00	£65.00	
Eating Out <i>Enhanced Entry</i>	£128.00	£130.00	
Eating Out <i>Premium Entry</i>	£170.00	£175.00	
Eating Out <i>Premium Extra</i>	£82.00	£85.00	Premium Extra Is the add on cost to an accommodation provider, already advertising in the printed guide, who wants a separate listing in the eating out section.
Mid Year Entries into the web site only.			
Eating Out <i>Basic Entry</i>	£64.00	£65.00	

Tourism Information Centre Charges.			
Description	Current Fee	Proposed Fee 2010/11	Notes
Accommodation Bookings	10% of first night charge or £5.00 booking fee	10% of first night charge or £5.10 booking fee	
Ticket Commission	Ticket Commission fee 10%	Ticket Commission fee 10%	

Tourism Service Fees and Charges.			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Annual Charges for Entries in the Welcome to West Berkshire Guide and Website.			
Accommodation 1 – 3 rooms	£168.00	£170.00	
Accommodation 4 – 6 rooms	£200.00	£205.00	
Accommodation 7 – 9 rooms	£255.00	£260.00	
Accommodation 10+ rooms	£285.00	£290.00	
Mid Year Entries into the web site only.			
Accommodation 1 – 3 rooms	£11.90 a month or £64 (which ever is greater)	£12.10 a month or £65 (which ever is greater)	
Accommodation 4 – 6 rooms	£14.17 a month or £64 (which ever is greater)	£14.40 a month or £65 (which ever is greater)	
Accommodation 7 – 9 rooms	£17.71 a month or £64 (which ever is greater)	£18.00 a month or £65 (which ever is greater)	
Accommodation 10+ rooms	£20.19 a month or £64 (which ever is greater)	£20.50 a month or £65 (which ever is greater)	

Heritage Service Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Shaw House – Heritage Visitors Admission Charges			
Adult	£5.00	£3.75	
Child (aged 5-16)	£2.50	£1.90	
Concession (over 60s, not in employment)	£4.00	£3.00	
Adult (with WB residents card)	£4.60	£3.40	
Child (with WB residents card)	£2.30	£1.70	
Concession (with WB residents card)	£3.60	£2.70	
Family (2 adults + up to 3 children)	-	£9.90	
Group Visit (15+ people)	£3.85	£2.90	
Group Tour (15+ people)	£8.70	£6.55	
Shaw House – Room Hire Charges - per hour			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Council Use	£18.00	£18.00	
Public Sector and Community Use	£29.75	£29.75	
Commercial Use	£44.50	£38.75	
Out of Hours Supplement	£25.00	£25.00	

Heritage Service Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
West Berkshire Museum – Archaeological Archive Box Fee			
Standard box (470mm x 270mm x 170mm)	£25.00	£25.00	Charge is paid by depositor on behalf of commercial client.
Half box	£12.50	£12.50	Charge is paid by depositor on behalf of commercial client.
Paper archive box	£8.00	£8.00	Charge is paid by depositor on behalf of commercial client.
Plan/drawing sheet	50p	50p	Charge is paid by depositor on behalf of commercial client.
Archaeology - Historic Environment Record Charges			
A4 computer print out (b/w) HER data	10p	10p	Charge set to match A4 Photocopying
A4 computer print out (colour) HER data	£1.00	£1.00	Charge set to match A4 Photocopying
A3 Computer print out (colour) HER Data	£1.50	£1.60	Charge set to match A4 Photocopying
Research charges – HER and Museum	Minimum £45 exc VAT for the first half hour. Thereafter £25 ex VAT per half hour	Minimum £45 exc VAT for the first half hour. Thereafter £25 ex VAT per half hour	Fees were previously raised in 2009-2010; and have been set for periods of 3 years. Therefore it is proposed that these charges apply until 2012. Charges are calculated to compensate the Council for the staff time utilised to provide information for commercial or very large enquiries.

Heritage Service Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Heritage Service – Use of Image Collection			
If supplied for private personal use only the image production fee is payable. Images supplied for publication incur both an image production fee and a reproduction charge.			
Image Production Fee			
Photo Print – up to A6	£5.00	£5.00	
Photo Print – up to A5	£10.00	£10.00	
Photo Print – up to A4	£15.00	£15.00	
Laser Scan – up to A4	£5.00	£5.00	
Digital Scan – to CD	£15.00	£15.00	Charge for single image; additional images @ £5.00 each
Digital Scan – to CD – Discounted rate for west Berkshire non- profit making organisations	£15.00	FREE	Provide on CD to be returned to Museum (refundable deposit). Plus image fee as per format above; image to be returned
Reproduction Charges			
Up to Full Page, B&W or Colour	£40.00	£40.00	Single non-exclusive use, one country, one language; plus 50% for multiple countries & languages
Up to Full Page, B&W or Colour – Discounted Rate	£40.00	£15.00 one image £7.50 next 10 images (ie images 2 to 11) £5.00 for all subsequent images	Plus copy of publication for Museum library. No charge for partnership projects, joint publications, etc.
Cover (front or back)	£75.00	£75.00	
Cover (front or back) – Discounted rate	£75.00	£30.00 one image	

Heritage Service Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Heritage Service – Use of Image Collection			
Reproduction Charges (Continued)			
Local Publication	£15.00	£15.00	Plus copy of publication for Museum library. No charge for partnership projects, joint publications, etc.
Local Publication – Discounted rate	£15.00	£15.00 one image; £7.50 next 10 images; £5.00 for all subsequent images	Plus copy of publication for Museum library. No charge for partnership projects, joint publications, etc.
Academic Publication, etc	£30.00	£30.00	Non-commercial, eg university or college
Academic Publication, etc – Discounted rate	£30.00	£15.00 one image; £7.50 next 10 images; £5.00 for all subsequent images	Plus copy of publication for Museum library. No charge for partnership projects, joint publications, etc.
Magazine or Newspaper	£40.00	£40.00	Commercial
Advertising or Brochure	£75.00	£75.00	
Exhibition Use	£40.00	£40.00	For non-partner museums, etc; no charge for partnership projects, outreach projects, etc. Including on-site interpretation panels.
Exhibition Use – Discounted rate	£40.00	£30.00 one image £15.00 for all subsequent images	No charge for partnership projects, outreach projects, etc
Website	£75.00	£75.00	One year licence, on any page of website
Website – Discounted rate	£75.00	£50.00 one image £25.00 for all subsequent images	One year licence, on any page of website

Heritage & Tourism Service Fees and Charges
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Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Heritage & Tourism Service – Copying & Laminating Charges			
<i>These charges are common with the library service.</i>			
A4 Photocopy b/w	10p	10p	
A4 Photocopy colour	£1.00	£1.00	
A3 Photocopy b/w	20p	30p	
A3 Photocopy colour	£1.50	£1.60	
Laminating	£2.30 per metre	£2.50 per metre	

Library Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Printed Material Reservation Charges			
In stock items	Free	Free	
Items available in SELMS libraries	£2	£2	
Items obtained from British Library or other non SELMS authorities	£5	£5	The SELMS arrangements will reduce the number of requested items obtained from these sources.
Overdue charges			
Books for children	8p per day	8p per day	West Berkshire Libraries are part of the SELMS consortium. A further increase in fines would place the district out of line with the other consortium members.
Books for adults	18p per day	18p per day	
DVDs, CDs games etc	50p per day	50 per day	
Printing and photocopying charges			
A4 B&W	10p	10p	Copiers are coin operated. Increases to a charge which needs 2 coins, e.g.11p, are not practical. An increase in A3 charges however seems sensible.
A4 Colour	£1	£1	
A3 B&W	20p	30p	
A3 Colour	£1.50	£1.60	
Other charges			
Lost tickets	£2	£2.50	
Headsets for Playaways	£1	£1	Very low sales volumes.
Performing arts sets	£5 per month	£5 per month	Music scores etc for societies.
Performing arts sets obtained from outside the SE region		£15 per month	New charge to reflect the additional cost of obtaining such material.

Library Fees and Charges			
Description	Current Fee	Proposed Fee	Notes

	2009/10	2010/11	
Hire charges (Residents Card Holders)			
Gold Star (new titles) DVDs	£3 per week		Charges by commercial suppliers of DVD hire and of on-line downloadable materials continue to fall. A price freeze is recommended in order to remain competitive.
Music CDs	£1 per week	£1 per week	
U cert DVDs (not gold star)	£1 per week	£1 per week	
Other cert DVDs	£2 per week	£2 per week	
Playstation 3 games	£4 per week	£4 per week	
Xbox 360 games	£4 per week	£4 per week	
Wii games	£4 per week	£4 per week	
PC games	£2 per week	£2 per week	
Playstation 1 and 2 games	£2 per week	£2 per week	
Hire charges (Non Card Holders)			
Gold Star (new titles) DVDs	£3.30 per week		As above.
Music CDs	£1.10 per week	£1.10 per week	
U cert DVDs (not gold star)	£1.10 per week	£1.10 per week	
Other cert DVDs	£2.20 per week	£2.20 per week	
Playstation 3 games	£4.40 per week	£4.40 per week	
Xbox 360 games	£4.40 per week	£4.40 per week	
Wii games	£4.40 per week	£4.40 per week	
PC games	£2.20 per week	£2.20 per week	
Playstation 1 and 2 games	£2.20 per week	£2.20 per week	

Leisure Centre Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Residents Card (Registration & issue)	No Charge	No Charge	
Admission Charges for West Berkshire Residents Cardholders.			
Swimming			
Peak Times			
Adult	£2.95	£3.00	
Junior	£1.85	£1.90	
Concessionary	£1.85	£1.90	
Over 60's	Free	Free	National free swimming programme
Off Peak Times			
Adult	£2.25	£2.30	
Junior	£1.25	£1.30	
Concessionary	£1.25	£1.30	
Over 60's	Free	Free	National free swimming programme
Hall Hire			
Adults			
Full Sports Hall	£38.50	£39.10	For standard 4 court hall.
Badminton Court	£7.60	£7.70	
Squash Court	£6.50	£6.60	
Juniors			
Full Sports Hall	£18.70	£19.00	For standard 4 court hall.
Badminton Court	£4.90	£5.00	
Squash Court	£3.20	£3.25	
Expressions Gym			
Casual User Induction	£26.00	£26.40	
Casual User	£6.00	£6.10	
Classes	£4.80	£4.90	
Monthly Membership	£33.00	£34.00	

Leisure Centre Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Non-Residents Card (Registration & issue)	£20.00	£20.30	
Admission Charges for Non-Cardholders.			
Swimming			
Peak Times			
Adult	£3.25	£3.30	
Junior	£2.00	£2.05	
Concessionary	£2.00	£2.05	
Off Peak Times			
Adult	£2.50	£2.55	
Junior	£1.40	£1.45	
Concessionary	£1.40	£1.45	
Hall Hire			
Adults			
Full Sports Hall (4 Courts)	£42.35	£43.00	
Badminton Court	£8.35	£8.50	
Squash Court	£7.15	£7.25	
Juniors			
Full Sports Hall (4 Courts)	£20.55	£20.85	
Badminton Court	£5.40	£5.50	
Squash Court	£3.50	£3.55	
Expressions Gym			
Casual User Induction	£28.60	£29.00	
Casual User	£6.60	£6.70	
Classes	£5.30	£5.40	
Monthly Membership	£36.30	£36.85	

Tourism Service Fees and Charges.			
Description	Current Fee	Proposed	Notes

	2009/10	Fee 2010/11	
Annual Charges for Entries in the Welcome to West Berkshire Guide and Website.			
Attractions ¼ Page Basic Entry	£64.00	£65.00	Basic Entry Provides a listing on the Visit West Berkshire Website. www.visitwestberks.org.uk
Attractions ¼ Page Enhanced Entry	£328.00	£335.00	Enhanced Entry Provides a listing on the Visit West Berkshire Website that contains a direct link through to the establishments own website.
Attractions ¼ Page Premium Entry	£412.00	£420.00	Premium Entry Provides an enhanced website entry and space in the printed guide.
Attractions ½ page <i>Premium Entry</i>	£717.50	£730.00	
Attractions 1 Page <i>Premium Entry</i>	£1,215.00	£1,235.00	
Mid Year Entries into the web site only.			
Attractions ¼ Page <i>Basic Entry</i>	£64.00	£65.00	

Tourism Service Fees and Charges.			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Annual Charges for Entries in the Welcome to West Berkshire Guide and Website.			

Eating Out <i>Basic Entry</i>	£64.00	£65.00	
Eating Out <i>Enhanced Entry</i>	£128.00	£130.00	
Eating Out <i>Premium Entry</i>	£170.00	£175.00	
Eating Out <i>Premium Extra</i>	£82.00	£85.00	Premium Extra Is the add on cost to an accommodation provider, already advertising in the printed guide, who wants a separate listing in the eating out section.
Mid Year Entries into the web site only.			
Eating Out <i>Basic Entry</i>	£64.00	£65.00	

Tourism Information Centre Charges.			
Description	Current Fee	Proposed Fee 2010/11	Notes
Accommodation Bookings	10% of first night charge or £5.00 booking fee	10% of first night charge or £5.10 booking fee	
Ticket Commission	Ticket Commission fee 10%	Ticket Commission fee 10%	

Tourism Service Fees and Charges.			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Annual Charges for Entries in the Welcome to West Berkshire Guide and Website.			
Accommodation 1 – 3 rooms	£168.00	£170.00	
Accommodation 4 – 6 rooms	£200.00	£205.00	
Accommodation 7 – 9 rooms	£255.00	£260.00	
Accommodation 10+ rooms	£285.00	£290.00	
Mid Year Entries into the web site only.			
Accommodation 1 – 3 rooms	£11.90 a month or £64 (which ever is greater)	£12.10 a month or £65 (which ever is greater)	
Accommodation 4 – 6 rooms	£14.17 a month or £64 (which ever is greater)	£14.40 a month or £65 (which ever is greater)	
Accommodation 7 – 9 rooms	£17.71 a month or £64 (which ever is greater)	£18.00 a month or £65 (which ever is greater)	
Accommodation 10+ rooms	£20.19 a month or £64 (which ever is greater)	£20.50 a month or £65 (which ever is greater)	

Heritage Service Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Shaw House – Heritage Visitors Admission Charges			
Adult	£5.00	£3.75	
Child (aged 5-16)	£2.50	£1.90	
Concession (over 60s, not in employment)	£4.00	£3.00	
Adult (with WB residents card)	£4.60	£3.40	
Child (with WB residents card)	£2.30	£1.70	
Concession (with WB residents card)	£3.60	£2.70	
Family (2 adults + up to 3 children)	-	£9.90	
Group Visit (15+ people)	£3.85	£2.90	
Group Tour (15+ people)	£8.70	£6.55	
Shaw House – Room Hire Charges - per hour			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Council Use	£18.00	£18.00	
Public Sector and Community Use	£29.75	£29.75	
Commercial Use	£44.50	£38.75	
Out of Hours Supplement	£25.00	£25.00	

Heritage Service Fees and Charges			
Description	Current Fee	Proposed Fee	Notes

	2009/10	2010/11	
West Berkshire Museum – Archaeological Archive Box Fee			
Standard box (470mm x 270mm x 170mm)	£25.00	£25.00	Charge is paid by depositor on behalf of commercial client.
Half box	£12.50	£12.50	Charge is paid by depositor on behalf of commercial client.
Paper archive box	£8.00	£8.00	Charge is paid by depositor on behalf of commercial client.
Plan/drawing sheet	50p	50p	Charge is paid by depositor on behalf of commercial client.
Archaeology - Historic Environment Record Charges			
A4 computer print out (b/w) HER data	10p	10p	Charge set to match A4 Photocopying
A4 computer print out (colour) HER data	£1.00	£1.00	Charge set to match A4 Photocopying
A3 Computer print out (colour) HER Data	£1.50	£1.60	Charge set to match A4 Photocopying
Research charges – HER and Museum	Minimum £45 exc VAT for the first half hour. Thereafter £25 ex VAT per half hour	Minimum £45 exc VAT for the first half hour. Thereafter £25 ex VAT per half hour	Fees were previously raised in 2009-2010; and have been set for periods of 3 years. Therefore it is proposed that these charges apply until 2012. Charges are calculated to compensate the Council for the staff time utilised to provide information for commercial or very large enquiries.

Heritage Service Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Heritage Service – Use of Image Collection			
If supplied for private personal use only the image production fee is payable. Images supplied for publication incur both an image production fee and a reproduction charge.			
Image Production Fee			
Photo Print – up to A6	£5.00	£5.00	
Photo Print – up to A5	£10.00	£10.00	
Photo Print – up to A4	£15.00	£15.00	
Laser Scan – up to A4	£5.00	£5.00	
Digital Scan – to CD	£15.00	£15.00	Charge for single image; additional images @ £5.00 each
Digital Scan – to CD – Discounted rate for west Berkshire non- profit making organisations	£15.00	FREE	Provide on CD to be returned to Museum (refundable deposit). Plus image fee as per format above; image to be returned
Reproduction Charges			
Up to Full Page, B&W or Colour	£40.00	£40.00	Single non-exclusive use, one country, one language; plus 50% for multiple countries & languages
Up to Full Page, B&W or Colour – Discounted Rate	£40.00	£15.00 one image £7.50 next 10 images (ie images 2 to 11) £5.00 for all subsequent images	Plus copy of publication for Museum library. No charge for partnership projects, joint publications, etc.
Cover (front or back)	£75.00	£75.00	
Cover (front or back) – Discounted rate	£75.00	£30.00 one image	

Heritage Service Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Heritage Service – Use of Image Collection			
Reproduction Charges (Continued)			
Local Publication	£15.00	£15.00	Plus copy of publication for Museum library. No charge for partnership projects, joint publications, etc.
Local Publication – Discounted rate	£15.00	£15.00 one image; £7.50 next 10 images; £5.00 for all subsequent images	Plus copy of publication for Museum library. No charge for partnership projects, joint publications, etc.
Academic Publication, etc	£30.00	£30.00	Non-commercial, eg university or college
Academic Publication, etc – Discounted rate	£30.00	£15.00 one image; £7.50 next 10 images; £5.00 for all subsequent images	Plus copy of publication for Museum library. No charge for partnership projects, joint publications, etc.
Magazine or Newspaper	£40.00	£40.00	Commercial
Advertising or Brochure	£75.00	£75.00	
Exhibition Use	£40.00	£40.00	For non-partner museums, etc; no charge for partnership projects, outreach projects, etc. Including on-site interpretation panels.
Exhibition Use – Discounted rate	£40.00	£30.00 one image £15.00 for all subsequent images	No charge for partnership projects, outreach projects, etc
Website	£75.00	£75.00	One year licence, on any page of website
Website – Discounted rate	£75.00	£50.00 one image £25.00 for all subsequent images	One year licence, on any page of website

Heritage & Tourism Service Fees and Charges
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Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Heritage & Tourism Service – Copying & Laminating Charges			
<i>These charges are common with the library service.</i>			
A4 Photocopy b/w	10p	10p	
A4 Photocopy colour	£1.00	£1.00	
A3 Photocopy b/w	20p	30p	
A3 Photocopy colour	£1.50	£1.60	
Laminating	£2.30 per metre	£2.50 per metre	

Library Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Printed Material Reservation Charges			
In stock items	Free	Free	
Items available in SELMS libraries	£2	£2	
Items obtained from British Library or other non SELMS authorities	£5	£5	The SELMS arrangements will reduce the number of requested items obtained from these sources.
Overdue charges			
Books for children	8p per day	8p per day	West Berkshire Libraries are part of the SELMS consortium. A further increase in fines would place the district out of line with the other consortium members.
Books for adults	18p per day	18p per day	
DVDs, CDs games etc	50p per day	50 per day	
Printing and photocopying charges			
A4 B&W	10p	10p	Copiers are coin operated. Increases to a charge which needs 2 coins, e.g.11p, are not practical. An increase in A3 charges however seems sensible.
A4 Colour	£1	£1	
A3 B&W	20p	30p	
A3 Colour	£1.50	£1.60	
Other charges			
Lost tickets	£2	£2.50	
Headsets for Playaways	£1	£1	Very low sales volumes.
Performing arts sets	£5 per month	£5 per month	Music scores etc for societies.
Performing arts sets obtained from outside the SE region		£15 per month	New charge to reflect the additional cost of obtaining such material.

Library Fees and Charges			
Description	Current Fee	Proposed Fee	Notes

	2009/10	2010/11	
Hire charges (Residents Card Holders)			
Gold Star (new titles) DVDs	£3 per week		Charges by commercial suppliers of DVD hire and of on-line downloadable materials continue to fall. A price freeze is recommended in order to remain competitive.
Music CDs	£1 per week	£1 per week	
U cert DVDs (not gold star)	£1 per week	£1 per week	
Other cert DVDs	£2 per week	£2 per week	
Playstation 3 games	£4 per week	£4 per week	
Xbox 360 games	£4 per week	£4 per week	
Wii games	£4 per week	£4 per week	
PC games	£2 per week	£2 per week	
Playstation 1 and 2 games	£2 per week	£2 per week	
Hire charges (Non Card Holders)			
Gold Star (new titles) DVDs	£3.30 per week		As above.
Music CDs	£1.10 per week	£1.10 per week	
U cert DVDs (not gold star)	£1.10 per week	£1.10 per week	
Other cert DVDs	£2.20 per week	£2.20 per week	
Playstation 3 games	£4.40 per week	£4.40 per week	
Xbox 360 games	£4.40 per week	£4.40 per week	
Wii games	£4.40 per week	£4.40 per week	
PC games	£2.20 per week	£2.20 per week	
Playstation 1 and 2 games	£2.20 per week	£2.20 per week	

Leisure Centre Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Residents Card (Registration & issue)	No Charge	No Charge	
Admission Charges for West Berkshire Residents Cardholders.			
Swimming			
Peak Times			
Adult	£2.95	£3.00	
Junior	£1.85	£1.90	
Concessionary	£1.85	£1.90	
Over 60's	Free	Free	National free swimming programme
Off Peak Times			
Adult	£2.25	£2.30	
Junior	£1.25	£1.30	
Concessionary	£1.25	£1.30	
Over 60's	Free	Free	National free swimming programme
Hall Hire			
Adults			
Full Sports Hall	£38.50	£39.10	For standard 4 court hall.
Badminton Court	£7.60	£7.70	
Squash Court	£6.50	£6.60	
Juniors			
Full Sports Hall	£18.70	£19.00	For standard 4 court hall.
Badminton Court	£4.90	£5.00	
Squash Court	£3.20	£3.25	
Expressions Gym			
Casual User Induction	£26.00	£26.40	
Casual User	£6.00	£6.10	
Classes	£4.80	£4.90	
Monthly Membership	£33.00	£34.00	

Leisure Centre Fees and Charges			
Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Non-Residents Card (Registration & issue)	£20.00	£20.30	
Admission Charges for Non-Cardholders.			
Swimming			
Peak Times			
Adult	£3.25	£3.30	
Junior	£2.00	£2.05	
Concessionary	£2.00	£2.05	
Off Peak Times			
Adult	£2.50	£2.55	
Junior	£1.40	£1.45	
Concessionary	£1.40	£1.45	
Hall Hire			
Adults			
Full Sports Hall (4 Courts)	£42.35	£43.00	
Badminton Court	£8.35	£8.50	
Squash Court	£7.15	£7.25	
Juniors			
Full Sports Hall (4 Courts)	£20.55	£20.85	
Badminton Court	£5.40	£5.50	
Squash Court	£3.50	£3.55	
Expressions Gym			
Casual User Induction	£28.60	£29.00	
Casual User	£6.60	£6.70	
Classes	£5.30	£5.40	
Monthly Membership	£36.30	£36.85	

Appendix 2c**Environment Fees and Charges Proposals – 2010/11****1. Introduction**

1.1 One of the starting points for the base budget for 2010/11 is that fees and charges should increase by 1.5%. In reality, however, officers look for every opportunity to maximise income, accepting that:

- Fees and charges can have a direct impact on usage and take up;
- In some circumstances the Council is providing services in direct competition to the private sector. Where this is the case, price is likely to have a direct link with demand and it is important that the Council does not price itself out of the market;
- Raising fees and charges can in some instances work against the Council's social inclusion agenda by effectively discriminating against those who are less able to pay;
- For some services there is a clear expectation that fees and charges will reflect the costs incurred in providing the service; the Council may be subject to legal challenge if increases in fees and charges cannot be justified.

1.1.1 Within the Environment Directorate, fees and charges deliver annual income of approximately £5,478,000 (2009/10 original budget). The majority of fees and charges increases are in line with the 1.5% guideline in the budget strategy. The main exception is for car park charges, where there was an above inflation increase in April 2009 and therefore no further increase is proposed for April 2010.

2. Specific Proposals**2.1 Countryside and Environment**

2.1.1 The original budget for 2009/10 income from fees and charges in Countryside and Environment was £566,000. Income is generated from the following areas:

- Hire of sports facilities at Henwick Worthy, Holy Brook and Northcroft
- Special waste collection charges
- Thatcham Nature Discovery Centre
- Environmental Health
- Licensing

2.2 Highways and Transport

2.2.1 The original budget for income from fees and charges for the Highways and Transport service in 2009/10 was £3,082,000. Fees and charges have been reviewed in order to generate additional income wherever possible. Any surplus income will be used to contribute towards efficiency savings in 2010/11. Fees and charges are generated from the following four areas:

2.2.2 Car Park Charges

The general tariff for car parks was increased from 80p to £1 per hour in Newbury and from 40p to 50p per hour in other car parks in April 2009. No further increase in parking charges is proposed in April 2010.

2.2.3 Licence Fees and Other Charges

Fees are charged for a range of services e.g. where Highway Authority approval is required to place items or to work on the public highway. These include vehicular crossings, skips, scaffolds, table and chairs on the highway, inspecting utility operations, temporary or permanent traffic regulation orders.

2.2.4 Highways Development Control Fees

Fees are charged to developers for design checking, supervision and inspection of new roads under construction and off site highway improvements

2.2.5 Charges to Householders for Sewerage Treatment

Approximately 150 properties, mainly in rural areas, are connected to small sewerage treatment plants. These are the responsibility of West Berkshire Council to maintain, but the householders pay a fee to the Council for maintenance.

2.3 Planning and Trading Standards

2.3.1 The original budget for 2009/10 for income from fees and charges for Planning and Trading Standards was £1,830,000. Income is generated from the following areas:

2.3.2 Development Control

Fees for planning applications are set centrally by the DCLG. There was a significant increase in the scale of planning fees in 2009/10, so no further increase is currently expected in 2010/11.

2.3.3 Building Control

Legislation requires Building Control charges to be set at a level to recover costs over a three year rolling period and that the service should not be profit making. An overall increase of 1.5% in Building Control income has been built into the base budget for 2010/11. However, individual fees are still to be reviewed, taking into account

the expected level of different types of business, with a view to ensuring that the service is self financing.

2.3.4 Trading Standards

Fees for this service include weights and measures, registration of poisons and licences for petroleum, fireworks and motor salvage.

Description		2009/10 Fee	Proposed 2010/11 Fee	Notes
Countryside and Environment				
Henwick Worthy Sports Ground:				
Cricket – 1 st Hand Wicket (per match)	Adult	£69.50	£70.50	
	Junior	£34.70	£35.20	
Cricket – 2 nd Hand Wicket (used grass)	Adult	£52.00	£52.80	
	Junior	£25.70	£26.00	
Cricket – Artificial Wicket	Adult	£47.50	£48.20	
	Junior	£24.20	£24.60	
Cricket – 2 nd (Reserve) Artificial Wicket	Adult	£23.60	£24.00	
	Junior	£23.60	£24.00	
Football – Grass (per game)	Adult	£54.00	£54.80	
	Junior	£26.40	£26.80	
Football - Mini Pitch	Adult	£30.60	£31.00	
	Junior	£15.30	£15.50	
Rugby – Grass (per game)	Adult	£54.00	£54.80	
	Junior	£26.40	£26.80	
Full Pitch Artificial Grass - peak	30 Mins	£30.00	£30.50	
	1hr Only	£60.20	£61.00	
	1hr 30mins (11 a side)	£89.00	£91.50	
Half Pitch Artificial Grass - peak	30 Mins	£17.80	£17.10	
	1hr Only (5 a side)	£33.70	£34.20	
	1hr 30mins	£50.50	£51.30	
Full Pitch Artificial Grass – off-peak	30 Mins	£14.30	£13.90	
	1hr Only	£27.40	£27.80	
	1hr 30mins (11 a side)	£39.30	£41.70	
Half Pitch Artificial Grass – off-peak	30 Mins	£7.60	£7.25	
	1hr Only (5 a side)	£14.30	£14.50	
	1hr 30mins	£21.00	£21.75	
Hardcourt Activities:			£0.00	
Netball (per court per hr)	Adult	£15.80	£16.00	
	Junior	£8.10	£8.20	
Tennis (per court per hr)	Adult	£5.20	£5.11	
	Junior	£2.60	£2.55	
Basketball	Adult	FREE	FREE	
	Junior	FREE	FREE	
Bike Scrambling (Grassy Mounds)	Adult	FREE	FREE	
	Junior	FREE	FREE	
Holybrook Park:				
Football – Grass (per game)	Adult	£44.40	£45.00	
	Junior	£22.00	£22.30	
Northcroft Recreation Ground:				
Football - Grass (per game)	Adult	£44.40	£45.00	
	Junior	£22.00	£22.30	
Michaelmas Fair		£3,285.00	£3,334.00	
Public Rights of Way				

Description		2009/10 Fee	Proposed 2010/11 Fee	Notes
Search fees		£15.00	£60.00	This uplift was subject to benchmarking with other authorities in the South East
Waste Services:				
Special Collection Charges (Bulky Household Collection)				
Normal (within 7 days)		£25.00	£25.40	
Within 48hrs outside property		£85.00	£86.30	
Within 7 days by appointment outside property		£42.00	£42.60	
Within 7 days by appointment inside property		£53.50	£54.30	
Within 48hrs inside property		£131.50	£133.50	
Asbestos		£25.00	£25.40	
Nature Discovery Centre:				
<i>Charges for non-profit organisations:</i>				
Meetings, exhibitions, talks per half day		£60.00	£65.00	
Meetings, exhibitions, talks evening per hire		£60.00	£65.00	
Meetings, exhibitions, talks full day hire		£100.00	£105.00	
<i>Charges for commercial lettings:</i>				
Meetings, exhibitions, talks mornings or afternoons per day		£100.00	£105.00	
Meetings, exhibitions, talks evening per hire		£120.00	£125.00	
Meetings, exhibitions, talks full day hire		£175.00	£180.00	
Conference Hire Full use of Discovery Centre			£350.00	
Food Hygiene Training:				
CIEH Level 1		£31.25	£31.70	*New qualification
CIEH Level 2		£62.50	£63.40	
CIEH Level 3		£270.00	£274.00	
Anti-Social Behaviour Act:				
High Hedges Fee (Class A – Fee Discretionary, approx 2% increase)		£656.00	£666.00	
Licences, Registrations and Similar Consents:				
<i>Licensing Act 2003:</i>				
Premises Licence – “one off” fees set by statute based upon rateable value (RV) of premises (Class B – Statutory Fee)				
Band A – RV up to 4300		£100.00	£100.00	Statutory -no increase.
Band B – RV 4300 to 33000		£190.00	£190.00	Statutory -no increase.
Band C – RV 33001 to 87000		£315.00	£315.00	Statutory -no increase.
Band D – RV 87001 to 125000		£450.00	£450.00	Statutory -no increase.
Band E – RV 125001 and above		£635.00	£635.00	Statutory -no increase.

Description		2009/10 Fee	Proposed 2010/11 Fee	Notes
<i>Premises Licence – Annual Fee (Class B – Statutory Fee)</i>				
Band A		£70.00	£70.00	Statutory -no increase.
Band B		£180.00	£180.00	Statutory -no increase.
Band C		£295.00	£295.00	Statutory -no increase.
Band D		£320.00	£320.00	Statutory -no increase.
Band E		£350.00	£350.00	Statutory -no increase.
				Statutory -no increase.
Personal Licence - (Class B – Statutory Fee)		£37.00	£37.00	Statutory -no increase.
Temporary Event Notices (TEN's) - (Class B – Statutory Fee)		£21.00	£21.00	Statutory -no increase.
<i>Gambling Licenses</i>				
Casinos (small)	New Application	£7,500.00	£7,500.00	Statutory -no increase.
	Annual Fee	£3,750.00	£3,750.00	Statutory -no increase.
Bingo Clubs	New Application	£2,625.00	£2,625.00	Statutory -no increase.
	Annual Fee	£750.00	£750.00	Statutory -no increase.
Betting Premises	New Application	£2,250.00	£2,250.00	Statutory -no increase.
	Annual Fee	£450.00	£450.00	Statutory -no increase.
Tracks	New Application	£1,875.00	£1,875.00	Statutory -no increase.
	Annual Fee	£750.00	£750.00	Statutory -no increase.
Family Entertainment Centres	New Application	£1,500.00	£1,500.00	Statutory -no increase.
	Annual Fee	£562.00	£562.00	Statutory -no increase.
Adult Gaming Centres	New Application	£1,500.00	£1,500.00	Statutory -no increase.
	Annual Fee	£750.00	£750.00	Statutory -no increase.
Lotteries and Amusements	New Application	£35.00	£35.00	Statutory -no increase.
	Annual Fee	£17.50	£17.50	Statutory -no increase.
<i>Sex Establishments – (Class A – Fee Discretionary, approx 2% increase)</i>				
		£5,040.00	£5,116.00	No Licensed premises in the district
<i>Street Trading Consents – (Class A – Fee Discretionary)</i>				
		£2,120	£2,152.00	No increase in 2009
<i>Street Trading Consents – (Class A – Fee Discretionary)(seasonal consent)</i>				
			£1,077.00	New fee to facilitate seasonal trading such as Ice Cream vendors
<i>Skin Piercing Registrations (one off registration) – (Class A – Fee Discretionary, approx 2% increase)</i>				
Individual		£113.00	£115.00	
Premises		£228.00	£231.00	
Joint Application		£311.00	£316.00	
<i>Animal Licences – (Class A – Fee Discretionary, approx 2% increase)</i>				
Dog Breeding Establishments		£149.00	£151.00	
Animal Boarding Establishments		£391.00	£397.00	
Pet Shops		£228.00	£231.00	
Dangerous Animal Consent		£532.00	£540.00	
Zoo Licences		£1,680.00	£1,705.00	
Riding Establishments (1 to 5 horses)		£259.00	£263.00	
Each additional 10 horses or part		£88.00	£89.00	

Description	2009/10 Fee	Proposed 2010/11 Fee	Notes
<i>Private Water Supplies</i>			
Sampling Charges - (Class B – Statutory Fee)	Various		Statutory - no increase
Environmental Protection Act 1991b	Various		Statutory - no increase
Scheduled Processes - (Class B – Statutory Fee)			Statutory - no increase
Inspection of Housing Premises for Immigration purposes (Class A – Fee Discretionary, approx 2% increase)	£259.00	£263.00	
<i>Fees for Information – per hour rate, minimum two hour charge (Class A – Fee Discretionary, approx 2% increase)</i>			
Environmental Info Individual, Non Commercial	£35.00	£35.50	
Commercial and Government	£64.00	£65.00	
Civil Actions (Class A – Fee Discretionary, approx 2% increase)	£64.00	£65.00	
<i>Taxi Licenses – (Class A – Fee Discretionary, approx 2% increase)</i>			
Vehicle – New	£188.00	£191.00	
Vehicle – Renewal of Licence	£188.00	£191.00	
Replacement Plate	£34.00	£34.50	
Transfer of Ownership	£95.50	£97.00	
Test & Seal Meter	£46.50	£47.20	
Driver – 3 year Licence	£229.50	£233.00	
Replacement Badge	£34.00	£34.50	
Replacement Licence	£34.00	£34.50	
HC Knowledge Test (per test)	£63.00	£64.00	
Criminal Records Disclosure	£51.00	£51.00	Includes £15 administration fee. £36.00 paid by Council directly to Criminal Records Bureau.
Medical (PH & HC)	£90.00	£90.00	Paid by Council directly to NHS
Change of Address (PH & HC)	£10.50	£10.50	Not previously listed
<i>Private Hire Vehicles – (Class A – Fee Discretionary, approx 2% increase)</i>			
Operator – New and renewal 1-4 vehicles	£49.50	£163.00	Large % increase due to the need for cost recovery
Operator – New and renewal 5-9 vehicles		£261.00	New fees due to the need for cost recovery
Operator - New and renewal 9+ vehicles		£407.00	New fees due to the need for cost recovery
Vehicle – New	£178.50	£181.00	
Vehicle – Renewal	£178.50	£181.00	
Replacement Plate	£34.00	£34.50	
Transfer of Ownership	£95.50	£97.00	
Driver – 3 year Licence	£229.50	£233.00	
Replacement Badge	£34.00	£34.50	
Replacement Licence	£34.00	£34.50	
PH Knowledge Test (per test)	£63.00	£64.00	

Description	2009/10 Fee	Proposed 2010/11 Fee	Notes
Dog Warden Services:			
Stray Dogs Administration Charge (seizure fee)	£53.50	£54.30	
Out of hours seizure Fee	£95.00	£96.40	
Kennels per Day (Class A – Fee Discretionary, approx 2% increase)	£11.20	£11.40	

Appendix 2d**Chief Executive's Fees & Charges Proposals – 2010/11****1. Introduction**

- 1.1 The main report highlights the fact that in building the base budget the starting point is that fees and charges should increase by a minimum of 1.5%. In reality, however, officers seek to look at every opportunity to maximise income accepting that:
- Fees and charges can have a direct impact on usage and take up of services;
 - In some circumstances the Council is providing services in direct competition to the private sector. Where this is the case, price is likely to have a direct link with demand and it is important that the Council does not 'price itself out of the market';
 - Raising fees and charges can in some instances work against the Council's social inclusion agenda by effectively discriminating against those who are less able to pay;
 - For some services there is a clear expectation that fees and charges will reflect the costs incurred in providing the service. The Council may open itself to legal challenge if the increases it makes cannot be justified.
- 1.2.1 Within the Chief Executive's Directorate the main services and functions to which fees and charges apply are detailed in the specific proposals section below.

2. Specific Proposals**Registration Services**

- 2.1 Registration fees are largely controlled by statute. A benchmarking exercise has been undertaken of fees charged by seven neighbouring authorities. The results of this indicated that West Berkshire should increase their fees as shown in the table overleaf in order to offer best value for money.

Electoral Services

- 2.2 These charges are statutory, set by Government and the Council has no discretion to vary.

Land Charges

- 2.3 There has been increasing private sector competition in the area of Land Charges in recent years. As a result of this competition (the private sector is able to charge less for searches than the local authority) the Council has progressively lost market share and income. From 1st July 2007 a new fee structure was introduced to comply with new legislation, which requires the Council to only recover cost incurred in service delivery. For 2010/11 the fee structure has been reviewed to continue compliance with the cost recovery model. This requires an uplift of 1.5%.

Legal Fees

- 2.4 It is proposed to increase the Council's Legal charges for third party work to bring the charges in line with other Berkshire Authorities.

Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Registration			
Ceremonies at approved premises (Mon-Fri)	£240	£280	All increases rounded to the nearest £5 pounds.
Ceremonies at approved premises (Sat)	£270	£330	
Ceremonies at approved premises (Sun and Bank Holidays)	£340	£380	
Approved Premises Licence (more than one room)	£1750	£1775	
Approved Premises (one room)	£1580	£1605	
Approved Premises (addition of additional room to existing licence)	£300	£305	
Celebratory Services –Baby Naming/Affirmation of vows -Shaw House Mon to Fri Sat	£115 £155	£150 £180	New Services
Celebratory Services – Baby Naming/Affirmation of vows-At Approved Premises Mon to Fri Sat Sun	£165 £190 £255	£180 £205 £260	New Services
Elections			
All fees are statutory			No change. All fees are statutory.
Local Land Charges			
LLC1	£53	£54	Fees uplifted to comply with cost
Con29 PT1	£32	£32	

Description	Current Fee 2009/10	Proposed Fee 2010/11	Notes
Con29 PT11	£16	£16	recovery principles
Additional Questions	£32	£32	
Con29 additional parcel	£22	£22	
LLC1 additional parcel	£37	£38	
Personal search	£11	£11/£22	Statutory fee – increasing to £22 from 1.1.10
Personal search additional parcel	£1	£1	
			Statutory fee
Legal			
Hourly charging costs:			
Managers	£88	£113	
Team Leader	£84	£108	
Solicitor	£82	£105	
Legal Executive / Senior Legal Assistant	£72	£92	
This covers salary, employers' costs and other support charges – rent, office space, photocopying, postage, etc.			