

**Council meeting: Wednesday, 20 November 2019**

Notice is hereby given that an ordinary meeting of Warwick District Council will be held at the Town Hall, Royal Leamington Spa on Wednesday, 20 November 2019 at **6.05pm**.

**Emergency Procedure**

At the commencement of the meeting, the Chairman will announce the emergency procedure for the Town Hall.

**Agenda**

1. **Apologies for Absence**

2. **Declarations of Interest**

Members to declare the existence and nature of interests in items on the agenda in accordance with the adopted Code of Conduct. Declarations should be entered on the form to be circulated with the attendance sheet and declared during this item. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. If the interest is not registered, Members must notify the Monitoring Officer of the interest within 28 days.

Members are also reminded of the need to declare predetermination on any matter.

If Members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from officers prior to the meeting.

3. **Minutes**

To confirm the minutes of the meeting of the Council held on 4 September 2019.  
**(Pages 1 to 7)**

4. **Communications and Announcements**

5. **Petitions**

6. **Notices of Motion**

7. **Public Submissions**

8. **Leader's and Portfolio Holders' Statements**

9. **Questions to the Leader of the Council & Portfolio Holders**

10. **Appointments**

- (1) To consider the following revisions to the Memberships & substitutes of Council Committees:
  - (a) to appoint Councillor Boad to the Licensing & Regulatory Committee for the Liberal Democrat Vacancy;
  - (b) to appoint Councillor Russell to the Planning Forum;
  - (c) to appoint Councillor Russell in place of Councillor Boad on the Overview & Scrutiny Committee;
  - (d) to appoint Councillor Boad as a substitute for Overview & Scrutiny Committee; and
  - (e) to appoint Councillor Russell as a substitute for the Finance & Audit Scrutiny Committee and Employment Committee.
- (2) To confirm that:
  - (a) following the reduction in outside appointments, with the loss of Kenilworth Town Centre Partnership and the LGA District Councils Network and Warwickshire Waste Management Forum (both becoming Executive appointments as per their terms of reference) Council agrees that outside appointments are not made on a politically proportionate basis for this municipal year; and
  - (b) Councillor Boad as the Council's representative on the South Warwickshire NHS Foundation Trust.

11. **Executive Report**

To consider a report of the

- (a) 3 October 2019 Executive meeting  
**(Pages 1 to 4 plus appendix A and Addendum)**
- (b) 13 November 2019 Executive meeting  
**(To follow)**

12. **Councillor Amy Evans**

The Council considers a request to provide dispensation, under Section 85(1) of the Local Government Act, for Councillor Amy Evans not to attend meetings due to personal circumstances until 30 June 2020.

Section 85(1) of the Local Government Act stated that: "if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the Authority".

Councillor Amy Evans last attended a meeting of the Council on 26 June 2019 and therefore has until 26 November 2019.

13. **Public & Press**

To consider resolving that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following item by reason of the likely disclosure of exempt information within the paragraph 3 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006.

14. **Confidential Executive Report**

To consider a confidential report of the 3 October 2019 Executive meeting

**(Pages 1 to 4)**  
**(Not for publication)**

15. **Common Seal**

To authorise the affixing of the Common Seal of the Council to such deeds and documents as may be required for implementing decisions of the Council arrived at this day.



Chief Executive  
Published Tuesday 12 November 2019

For enquiries about this meeting please contact Warwick District Council, Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire, CV32 5HZ.

Telephone: 01926 456114

E-Mail: [committee@warwickdc.gov.uk](mailto:committee@warwickdc.gov.uk)

Details of all the Council's committees, councillors and agenda papers are available via our website [www.warwickdc.gov.uk/committees](http://www.warwickdc.gov.uk/committees)

Please note that the majority of the meetings are held on the first floor at the Town Hall. If you feel that this may restrict you attending this meeting, please call (01926) 456114 prior to this meeting, so that we can assist you and make any necessary arrangements to help you attend the meeting.

The agenda is also available in large print, on request, prior to the meeting by calling 01926 456114.

# WARWICK DISTRICT COUNCIL

Draft minutes of the meeting held on Wednesday 4 September 2019, at the Town Hall, Royal Leamington Spa at 6.05pm.

**PRESENT:** Councillor Illingworth (Chairman); Councillors Ashford, Bartlett, Boad, Cooke, Cullinan, Day, A Dearing, J Dearing, K Dickson, R Dickson, Falp, B Gifford, C Gifford, Grainger, Hales, Heath, Jacques, Kennedy, Kohler, Leigh-Hunt, Luckhurst, Mangat, Margrave, Matecki, Milton, Murphy, Nicholls, Noone, Norris, Redford, Rhead, Roberts, Sanghera, Skinner, Syson, Tracey, and Wright.

## 23. **Apologies for Absence**

Apologies for absence were received from Councillors Calver, Davison, Evans, Morris, and Weber.

## 24. **Declarations of Interest**

There were no declarations of interest made.

## 25. **Minutes**

The Minutes of the meeting of the Council held on the 26 June 2019 were proposed by Councillor Day, with the following amendments:

- (a) the Council meeting was held on 26 June and not 28 June; and
- (b) In respect of Minute 17, the Housing Portfolio Holder said that William Wallsgrove House had capacity for 22 rough sleepers, not that it was running near to capacity with space for 2 rough sleepers; and in the last paragraph in Minute 18, they said that they were willing to meet with residents, not that they had met with residents.

They were duly seconded by Councillor Matecki, approved and signed by the Chairman as a correct record.

## 26. **Communications and Announcements**

The Chairman informed Council that Bob Meacham OBE, one of the Independent Persons to Standards Committee, had passed away. The Chairman had written to the family to offer the condolences of the Council. With the agreement of the Chairman, Councillors Cooke and Falp spoke reflecting on their work with Mr Meacham. The Chairman then led a moment's silence as a mark of respect for Mr Meacham.

The Chairman informed Council that he had represented the Council at 32 events since the last Council meeting which included the 900<sup>th</sup> Anniversary of Kenilworth Abbey.

The Chairman reminded all Councillors about the Heritage Open Days taking place across the UK and encouraged them all to attend a property, especially any which were in their own Wards.

The Chairman received a signed shirt from the Australian national bowls team who had recently visited ahead of the Commonwealth games to inspect the local area and facilities, as well as the bowls venue.

The Chairman informed Council that there was no business for Item 5 - Petitions or Item 7 - Public Submissions.

## 27. **Notices of Motion**

The following motion was proposed by Councillor Kohler and seconded by Councillor Boad:

*"The Council's role in co-ordinating assistance, advice and Information for our residents and businesses to help them through Brexit.*

*The Council notes:*

*that over the past 3 years numerous illegalities have been proven surrounding the official Vote Leave campaign during the 2016 referendum;*

*the key personnel of the Vote Leave campaign are now the Prime Minister, the Chancellor of the Duchy of Lancaster and senior advisors to the Prime Minister and the Chancellor of the Exchequer;*

*the Vote Leave campaign boasted that it wouldn't be very hard "to do a free trade deal very rapidly indeed" and the Prime Minister has said that leaving the EU without a deal is a million to one chance, but his Government has increased spending on No Deal preparations by billions of pounds, and the Prime Minister is now talking up the prospect of leaving without a deal;*

*that a key slogan of the Vote Leave campaign was to 'take back control', but more than 3 years later, we still have no certainty about our future relationship with the EU and the Prime Minister is clear that he intends to circumvent the will of Parliament if it does not agree with him;*

*EU27, EFTA and Swiss nationals living in the UK were reassured by the Vote Leave campaign that nothing would change for them, but to stay in the UK they will have to apply for (and be granted) Settled Status or pre-Settled Status, which will give them fewer rights than they currently enjoy;*

*that in the event of a No Deal scenario the government has announced that free movement of people will be stopped at midnight on the 31<sup>st</sup> October;*

*that the Council is currently working with others in the sub region to understand the implications for the local authorities.*

*Given the uncertainty of the potential for leaving the EU on 31<sup>st</sup> October, with or without a deal, this Council resolves to work with other Council's and relevant bodies to collate information and advice for residents and small businesses, including, but not limited to:*

- 1. Informing residents of key changes, as they arise, that might affect them, for example, whether they are travelling around the EU, are thinking of studying in or moving to an EU27 country, or already own a property in another EU country;*
- 2. Using both social media and advertising campaigns and other appropriate means to contact EU27 nationals living in Warwick District offering advice, guidance and assistance in establishing their settled status;*

3. *To explore working alongside the voluntary sector to establish a directory of locations and organisations across the District who are willing to provide assistance to those who need it, in applying for their Settled, or Pre Settled Status;*
4. *Provide information to local businesses who import from, export to, or provide services in any of the EU27 or EFTA countries as to the additional bureaucracy, such as customs forms, etc., that they will have to deal with."*

Councillors Kohler, Kennedy, R Dickson, Wright, Jacques, Falp, Nicholls, Day and Boad spoke on this item.

On being put to the vote, the motion was lost.

At the request of the Chairman, the Chief Executive encouraged Councillors that if they were aware of a resident who needed help with regard to Brexit, they should contact officers.

## **28. Leader's & Portfolio Holders' Statements**

The Portfolio Holder for Development Services, Councillor Cooke, informed Council that:

- (1) the Annual Monitoring report for 2018/19 had been published and in summary, it detailed the Council had a homebuilding land supply of 6.3 years, 408 affordable houses had been delivered, which was 34 above target, the affordable housing delivery as a percentage had increased from 29.6% to 38.9%, with affordable homes of sites of ten or more at 33.4%;
- (2) the Community Infrastructure Levy had raised £438,000 last year and Section 106 to this Council had increased from £3.26 to £4.62million; and
- (3) in respect of staffing, two planners were starting Masters degrees, three were starting the new Royal Town Planning Institute degree course and in building control, the trainee apprentice and assistant were starting formal qualifications.

The Leader of the Council, Councillor Day, informed Council that in respect of the ambitious target of planting 160,000 trees in the District, an alliance of organisations has been brought together with the Woodland Trust, Tree Warden Scheme and local schools. Further details would be included within the business strategy.

The Portfolio Holder for Culture, Councillor Grainger, informed Council that:

- (1) the half term holiday camps at St Nicholas Park Leisure Centre and Newbold Comyn Leisure Centre had both sold out;
- (2) the clip and climb facility at Newbold Comyn was now 12 months old and had had over 1,800 users during the summer. There was now a monthly SEN Clip and climb following successful trial;
- (3) Everyone Active were starting walking netball and football;
- (4) Everyone Active were working with partners to provide free gym and swim sessions for those diagnosed with dementia and their carer;
- (5) Everyone Active had been accredited to the weight loss scheme and could now take direct referrals from GPs;
- (6) from 1 October, single use plastic shoe covers would cease to be provided at Everyone Active Leisure Facilities;
- (7) she would be writing to all private gyms encouraging them to stop

- providing single use plastic shoe covers; and
- (8) the Archery Road bowling greens were due to be re-laid, ahead of the Common Wealth games, with work starting at the end of month.

The Portfolio Holder for Environment and Business, Councillor Rhead, informed the Council that:

- (1) the Climate Change Working Party had met twice and were on Target to bring an action plan to the Executive in November; and
- (2) Barford Parish had started work on its own climate change strategy under the heading of Bar Zero, with an event planned on 16 September, which all Councillors were encouraged to attend and was advocated by Councillor Redford as Parish/Town Council Champion who was also encouraging other local Councils to start similar initiatives.

The Portfolio Holder for Housing, Councillor Matecki, informed the Council that:

- (1) it had successfully rehoused five Syrian Refugee families within the District as part of the Government's resettlement scheme. The Council had approached the Government about rehousing more families but had been informed this specific scheme would be brought to an end in December 2019, to be replaced by a wider refugee settlement scheme with the same level of funding for the first year. While this limited the ability of the Council to help at this time, officers were progressing offers of housing to potentially rehome a further two families within the District before December 2019; and
- (2) the Lifeline Service had achieved accreditation following an audit by the care service.

The Portfolio Holder for Health & Community Protection, Councillor Falp, informed Council that the on street CCTV upgrade project was slightly ahead of schedule and due for completion by April 2020.

The Portfolio Holder for Neighbourhood Services, Councillor Norris, informed Council that:

- (1) work was under way on the Major Contract renewal for next year and a key part of this was working with stakeholders with a view to making the contracts flexible and reduced carbon footprint;
- (2) work was underway on developing the Tachbrook County Park Scheme and consultation would be starting soon on the plans for Newbold Comyn;
- (3) the Ranger service vehicles were being replaced with electric vehicles; and
- (4) an electric road sweeper was to be tested for its viability by current contractors in the near future.

The Portfolio Holder for Finance, Councillor Hales, informed Council that the 2018/19 statement of accounts had been published with an unqualified audit finding by the 31 July 2019 deadline. There were lessons to be learned from the close down process and these would be reviewed and acted on for close down for next year.

## **29. Questions to the Leader of the Council & Portfolio Holders**

Councillor Boad asked the Portfolio Holder for Development Services if he had seen the leaflet from the Leamington & Warwick MP regarding the numbers of affordable homes built and if the new figures could be provided to the MP.

In response, Councillor Cooke explained that he had seen the leaflet, the figures had been provided to the MP both via a link to the Council website, in a letter and verbally, by Councillor Matecki.

Councillor Boad asked the Leader if the Whitnash Residents Association and Conservative Party were the administration.

In response, Councillor Day confirmed that they were.

Councillor Boad asked the Leader if he recognised that meetings of the Council, Committees and its working parties should start at 6.00pm, unless the members of them agreed otherwise.

In response, Councillor Day agreed recognising the pressure upon Councillors, especially those who also worked full time.

Councillor Boad asked the Leader if in Leamington, he would consider the sustainability issue of maintaining the landscape and street scene, which would include working with both developers, residents and Warwickshire County Council.

In response, both Councillor Day and Norris agreed they would.

Councillor Boad, asked the Portfolio Holder for Health & Community Protection to confirm that the CCTV system used by the Council did not include facial recognition technology.

In response, Councillor Falp explained that it did not.

Councillor Cullinan asked the Leader that following the removal of the Clublands area from the Creative Quarter, if any greater assurance/contract could be provided to the community groups in this area in respect of their leases.

In response, Councillor Day explained that there were ongoing discussions, with a report potentially coming through in January.

Councillor Milton asked the Portfolio Holder for Culture if this Council would commit to helping Kenilworth Town Council identify a site for a new Lido and assist with the technical skills for the specification and design work that could be required.

In response, Councillor Grainger explained that the Council could assist with the identification of a potential site but in respect of any work to confirm viability or design, the Council did not have these skills and had employed its own contractors for this. Therefore, there could be a need for contribution towards any resultant costs.

Councillor R Dickson asked the Leader if he or anyone at the Council had been asked to comment on the review of HS2.

In response, the Leader explained that he was not aware that the Council had been asked to Contribute but recognised it as a key time to review publically available information and contractors should be asked to stop work during the review.

Councillor R Dickson asked the Portfolio Holder for Neighbourhood Services for explanation on the delay to completing the upgrades to the Glendale Avenue and Weston play areas that should have been completed in May 2019.

In response, Councillor Grainger, on behalf of the Portfolio Holder, explained that a key member of staff had left, which had delayed the process, but now these projects were being progressed, as were others.

Councillor R Dickson asked the Portfolio Holder for Environment & Business if there were any events being planned in Warwick District as part of world car free day in Warwick District.

In response, Councillor Rhead explained that this was being considered, as were wider opportunities, and would be reported in the Climate Change action plan.

Councillor Wright asked the Leader if the Council could make a formal request to the government to stop HS2 works while the review was undertaken because some of the work, if continued, would leave a significant impact on the communities even if the project was later stopped.

In response, Councillor Day explained he would consult with Group Leaders and Executive including key concerns about any delay could impact on the delivery of the local plan.

Councillor Nicholls asked the Leader when the business plan for the Council would be brought forward and how Councillors could help shape it.

In response, the Leader explained the draft plan would be brought to the next Executive meeting and after this, it would be discussed with Group Leaders and all Councillors to define a shared vision.

Councillor J Dearing asked the Portfolio Holder for Health & Community Protection if it was possible to provide the results of the Air Quality Monitoring on a more regular and timely manner.

In response, Councillor Falp agreed to check to see if this was possible, but felt it was unlikely because they were government reports for which the Council provided the data.

### 30. **Appointments**

It was proposed by Councillor Cooke, seconded by Councillor Hales and

**Resolved** that Councillors Grainger, Matecki and Norris be appointed as substitutes for Planning Committee.

### 31. **Executive report**

It was proposed by Councillor Day, seconded by Councillor Cooke and

**Resolved** that the recommendations from the 10 July 2019 Executive meeting be approved.

### 32. **Employment report**

It was proposed by Councillor Margrave, seconded by Councillor Falp and

**Resolved** that recommendation (3) of minute 43 of the 20 March 2019 Employment Committee meeting, which forms a recommendation to Council, be approved.

33. **Public & Press**

As laid out on the agenda, it was proposed by the Chairman, duly seconded and

**Resolved** that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following item by reason of the likely disclosure of exempt information within paragraph 3 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006.

34. **Confidential Executive Report**

It was proposed by Councillor Day, seconded by Councillor Rhead and

**Resolved** that the confidential recommendations from 10 July 2019 Executive meeting, be approved.

35. **Common Seal**

**Resolved** that the Common Seal of Warwick District Council be affixed to such documents as may be required for implementing decisions of the Council arrived at this day.

(The meeting ended at 7.56pm)

CHAIRMAN  
20 November 2019

# Addendum to Fees & Charges for Full Council

## **Charges for Pest Control – Rat Infestation**

The £78 charge introduced for the above in October's Fees and Charges report, has been withdrawn due to technical reasons. Further research is needed to see how other Local Authorities take payment in the field, so WDC is able to provide the most efficient form of payment method while keeping officers from carrying cash more often than they do now.

## **The Jephson Studio, next to the Glasshouse, Jephson Gardens South Lodge, Jephson Gardens**

Charges for room hire: (VAT Exempt)

### **2019 charges:**

- Charities/ community groups/ schools: £35 whole day/ £25 half day (up to 4 hours)
- Small scale commercial/ internal: £55/£35
- Large scale commercial: £80/£50

2019 Expected income = £6,500

### **Proposed 2020 charges:**

- Charities/ community groups/ schools: £45 whole day/ £30 half day (up to 4 hours)
- Small scale commercial/ internal: £60/£40
- Large scale commercial: £90/£60

2020 Expected income = £7,500

### **Ecofest 2020:**

Commercial pitch - £50

Charity/ not profit pitch - £30\*

Food pitch - £75

Drink pitch - £95

Hire of market stalls/ tables/ chairs available at cost price

\*some free pitches available for charities offering free community activities

### **Big Victorian Picnic 2020\*\*:**

Drink pitch - £95

Food pitch - £75

Commercial pitch - £55

Hire of market stalls/ tables/ chairs available at cost price

\*\*charges subject to confirmation from external Event Coordinator

## **Building Control**

This section also has a list of Supplementary Charges that were not reported to Members in October 2019. These need to be ratified/approved for 2020. (see below)

### **Warwick District Council**

#### **Building Regulations – Supplementary Charges**



Following changes to the national guidance governing Building Regulations fees, the following charges will be applied from 1<sup>st</sup> January 2020.

Description	Charge	Notes
<b>Returned cheques</b>	£55 plus VAT	This charge will be added to the original fee.
<b>Archived files - Reactivating</b>	£55 plus VAT	This fee covers the reactivation of an archived application, the issuing of a completion certificate, and one site inspection if required. The payment needs to be submitted prior to the issuing of the completion certificate.
<b>Additional Inspections</b>	£55 plus VAT	This is per inspection and will be invoiced in one sum when the work is complete. The payment must be cleared before the completion certificate is issued.
<b>Redirecting invoices</b>	£55 plus VAT	If we are required to cancel an invoice and re-issue due to the failure to complete the alternative billing address on the application form, this amount will be added to the original invoice.
<b>Copies of decision notices and completion certificates</b>	£25 plus VAT	Payment is required in advance. If multiple completion certificates are required for the same application there is a maximum charge of £100 plus VAT on any one application.
<b>Research</b>	£55 plus VAT	Researching old applications will be charged per application with payment required in advance. This payment will be credited against a new application made for this property within the next 12 months up to the value of the deposit fee.
<b>Pre-application site inspections</b>	£55 plus VAT	Site inspections to discuss possible work, e.g. to view trial holes. Payment is required in advance or upon inspection. This payment will be credited against an application made for this property within the next 12 months up to the value of the deposit fee.

## FEES and CHARGES 2020/21

		Actual 2018/19 £	Estimate 2019/20 £	Latest Estimate 2019/20 £	Estimate 2020/21 £
<b>GENERAL FUND SERVICES</b>					
<a href="#"><u>CHIEF EXECUTIVE'S DEPT</u></a>	(App A2)	42,345	45,000	45,000 <b>0.00%</b>	45,000 <b>0.00%</b>
<a href="#"><u>CULTURE</u></a>	(App A3)	209,837	206,000	209,600 <b>1.75%</b>	212,500 <b>3.16%</b>
<a href="#"><u>DEVELOPMENT</u></a>	(App A14)	361,112	367,900	368,200 <b>0.08%</b>	378,700 <b>2.94%</b>
<a href="#"><u>HEALTH&amp;COM PROTECTION</u></a>	(App A31)	2,884	4,800	3,700 <b>-22.92%</b>	6,300 <b>31.25%</b>
<a href="#"><u>HOUSING</u></a>	(App A40)	84,800	84,800	84,800 <b>0.00%</b>	84,800 <b>0.00%</b>
<a href="#"><u>NEIGHBOURHOOD</u></a>	(App A42)	5,076,569	5,196,600	5,164,900 <b>-0.61%</b>	5,503,900 <b>5.91%</b>
<b>TOTAL GENERAL FUND SERVICES</b>		<b>5,777,547</b>	<b>5,905,100</b>	<b>5,876,200</b>	<b>6,231,200</b>
<b>HOUSING REVENUE ACCOUNT</b>					
<a href="#"><u>HOUSING &amp; PROPERTY</u></a>	(App A57)	433,996	433,700	433,700 <b>0.00%</b>	453,700 <b>4.61%</b>
<b><u>Ring Fenced or reserve accounts</u></b>					
Land charges		117,416	145,000	111,000	115,000
Building Control		768,633	836,000	836,000	836,000
Health & Community Protection		219,037	216,800	218,300	225,400
Burial Rights Surcharge				13,400	13,400
Parking reserve contribution				100,000	
		<b>1,105,086</b>	<b>1,197,800</b>	<b>1,278,700</b>	<b>1,189,800</b>
		6,882,633	7,102,900	7,154,900	7,421,000

### NOTES :

- i) Recommended charges to operate from 1st January 2020 (unless otherwise stated).
- ii) Charges inclusive of VAT where applicable (unless otherwise stated).
- iii) Juniors are regarded as persons under 18 years of age (unless otherwise stated)

**CHIEF EXECUTIVE'S DEPARTMENT**

**ICT - GIS section**

**Street Naming and Numbering**

	<b>Current Charge</b>	<b>Proposed Charge From 2/1/20</b>	
	<b>£</b>	<b>£</b>	
Rename/number existing property	39.00	40.00	2.56%
Amend a Development Layout	79.00	80.00	1.27%
Add a name to existing numbered property	Nil	Nil	
Naming of a New Street	128.00	130.00	1.56%
<b><u>Numbering of New Development -</u></b>			
1-10 plots	£79 per plot	£80 per plot	
11+plots	£790 plus £22 per plot	£800 plus £22 per plot	
Additional copies of 'Confirmation of Address' letters	30.00	Upon request	
Renaming of a street	Price upon request	Upon request	

	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>Latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
<b>ICT - GIS section</b>				
<b><u>Street Naming and Numbering</u></b>	42,345	45,000	45,000	45,000
<b>Total ICT GIS Section</b>	<b>42,345</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>

## CULTURE

	Actual 2018/19 £	Estimate 2019/20 £	Latest Estimate 2019/20 £	Estimate 2020/21 £
<b>Culture and Heritage:</b>				
<a href="#">Royal Spa Centre</a>	79,248	77,000	77,000	78,000
<a href="#">Royal Pump Room</a>	780	100	1,100	1,100
<a href="#">Town Hall Room Hire</a>	66,076	64,500	66,000	66,000
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Culture and Heritage</b>	<b>146,104</b>	<b>141,600</b>	<b>144,100</b>	<b>145,100</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Recreation and Sport:</b>				
<a href="#">Tennis</a>	2,290	4,200	2,000	2,100
<a href="#">Bowls</a>	12,568	16,600	15,500	15,900
<a href="#">Football, Rugby, Hockey Pitches</a>	15,749	16,500	17,500	17,900
<a href="#">Edmondscote Track</a>	21,713	15,500	17,000	17,500
<a href="#">Miscellaneous Charges</a>	5,831	5,500	5,500	5,600
<a href="#">Lillington Recreation Centre</a>	5,582	6,100	8,000	8,400
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Recreation and Sport</b>	<b>63,733</b>	<b>64,400</b>	<b>65,500</b>	<b>67,400</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL CULTURE</b>	<b>209,837</b>	<b>206,000</b>	<b>209,600</b>	<b>212,500</b>
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## CULTURE

### CULTURE and HERITAGE

#### ROYAL SPA CENTRE

(Free of V.A.T. unless otherwise stated)

#### AVON HALL:

**Charge  
From 2/1/19**

**Proposed  
Charge  
From 2/1/20**

**With the exception of below, all charges are by negotiation**

#### **Catering:**

When light refreshments are required, these shall be provided by the Arts Section's Customer Services Team , with whom arrangements should be made

When the premises are booked for functions requiring licensed refreshments, the Bar be provided by and . under the control of the Council.

#### MAIN AUDITORIUM

by negotiation

by negotiation

The service of the Duty Manager and/or member of the Technical Staff are included in all the hire charges.

#### BALCONY / CONSERVATORY:

by negotiation

by negotiation

The service of the Duty Manager and/or member of the Technical Staff are included in all the hire charges.

#### STUDIO/CINEMA

	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>Latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
<b>INCOME (Net of V.A.T.)</b>				
Events	78,462	75,000	75,000	76,000
Additional Facilities	786	2,000	2,000	2,000
	<u>79,248</u>	<u>77,000</u>	<u>77,000</u>	<u>78,000</u>
<b>Total Royal Spa Centre</b>				

**CULTURE**  
**CULTURE and HERITAGE**

**ROYAL PUMP ROOM**

(All prices inclusive of V.A.T. unless otherwise stated)

**ASSEMBLY ROOM:**

**(Charges for Local Community Groups non-commercial hire)**

- Private hire (per hour or part thereof)	N/A	N/A
- Preparation / rehearsal (per hour or part thereof)	N/A	N/A
- Commercial hire (per hour or part thereof)	N/A	N/A
- Preparation / rehearsal (per hour or part thereof)	N/A	N/A

**ANNEXE:**

**(Charges for Local Community Groups non-commercial hire)**

- Private hire (per hour or part thereof)	N/A	N/A
- Preparation / rehearsal (per hour or part thereof)	N/A	N/A
- Commercial hire (per hour or part thereof)	N/A	N/A
- Preparation / rehearsal (per hour or part thereof)	N/A	N/A

Saturdays, Sundays and Bank Holidays	+ 50%	+ 50%
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All commercial promotions by negotiation in first instance

Minimum 2 hour hire charge for evening events

Non-returnable deposit of 25% or all of any minimum income

Commercial Hire is defined as private individuals or private sector commercial promotions.

A contractor manages the Assembly Room and Annexe on behalf of the Council and offers a full range of catering services. They will negotiate all-inclusive rates for special events, dinners and conferences.

**EDUCATION ROOM:**

Schools, Colleges & Educational Groups:

- per day	41.00	42.50	3.66%
- per session (Half day)	31.00	32.00	3.23%

Commercial or non-educational hirers - by negotiation with the Head of Cultural Services with a minimum charge of £10 per hour)

Additional Facilities :

Piano (Per booking)	78.00	78.00	0.00%
	+ VAT	+VAT	

**ART GALLERY AND MUSEUM:**

**Art Exhibitions :**

- commission on pictures sold	10%	30%
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	Actual 2018/19 £	Estimate 2019/20 £	Latest Estimate 2019/20 £	Estimate 2020/21 £
<b>INCOME (Net of V.A.T.)</b>				
Assembly Room, Annexe, Education Room	780	1,000	1,000	1,000
Art Exhibitions - Commission on sales	0	100	100	100
<b>Total Royal Pump Room</b>		<b>100</b>	<b>1,100</b>	<b>1,100</b>

**CULTURE**  
**CULTURE and HERITAGE**

<b><u>TOWN HALL ROOM HIRE</u></b> (Free from V.A.T.)	<b>Charge From 2/1/19 £</b>	<b>Charge From 2/1/20 £</b>
All charges are by negotiation		
PRIVATE, NON-COMMERCIAL BOOKINGS:	80%	80%
COMMERCIAL BOOKINGS:	100%	100%
VOLUNTARY ORGANISATIONS:	65%	65%

	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
<b>INCOME (Net of V.A.T.)</b>				
Town Hall Room Hire	66,076	64,500	66,000	66,000

## CULTURE

### RECREATION and SPORT

#### TENNIS

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £
Per court per hour (Excluding All Weather Pitch)	See note	See note

#### **Casual Usage**

Senior Citizens	See note	See note
Under 18's / Disabled / Unemployed	See note	See note
Under 5s	See note	See note

Floodlit Tennis Hire - Victoria Park

Casual Usage	See note	See note
Senior Citizens	See note	See note
Under 18's / Disabled / Unemployed	See note	See note
Club Member	See note	See note

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
<b>INCOME (Net of V.A.T.)</b>				
<b>Total Tennis</b>	<b>2,290</b>	<b>2,700</b>	<b>2,000</b>	<b>2,100</b>

#### BOWLS

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Per person - per hour	4.60	4.80	4.35%
Senior Citizens	2.30	2.40	4.35%
Under 18's / Disabled / Unemployed	2.30	2.40	4.35%
Under 5s	Free	Free	
Season Ticket	67.00	68.00	1.49%
Club Season Ticket	34.00	35.00	2.94%
Club Member Season Ticket	34.00	35.00	2.94%
Commonwealth Games Rate for 1 green plus function Room per hour	40.00	40.00	0.00
Commonwealth Games Rate for 1/2 green plus function Room per hr	20.00	20.00	0.00
Commonwealth Rate room hire	39.30	39.30	0.00

Hire of Green (for morning, afternoon or evening session) by negotiation by negotiation

Club Bookings Subject to negotiation and agreement by Heads  
of Finance and Cultural Services

New rates introduced in recognition of non profit making organisations and Commonwealth Nations  
booking the bowls in in relation to the 2022 Commonwealth Games

**CULTURE**

**RECREATION and SPORT**

	Actual	Estimate	latest Estimate	Estimate
<b>INCOME (Net of V.A.T.)</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2019/20</b>	<b>2020/21</b>
	£	£	£	£
Individuals	589	2,200	2,200	2,300
Clubs, bookings etc.	2,979	4,300	4,300	4,400
Local club rentals	9,000	9,000	9,000	9,200
<b>Total Bowls</b>	<b>12,568</b>	<b>15,500</b>	<b>15,500</b>	<b>15,900</b>

<b><u>FOOTBALL</u></b>	<b>CHARGE 2019/20 SEASON</b>		<b>PROPOSED CHARGE 2020/21 SEASON</b>	
	<b>Adult £</b>	<b>Junior £</b>	<b>Adult £</b>	<b>Junior £</b>
<b>Hire of Pitch:</b>				
a) Pitch only	38.00	21.00	40.00	22.00
b) With Dressing Room / Showers	62.00	39.00	64.00	40.00
<b>Hire of Pitch for Season (Once a week):</b>				
a) Pitch only *	545.00	284.00	555.00	290.00
b) With Dressing Room / Showers *	984.00	493.00	1,005.00	500.00
<b>Hire of Pitch for Season (Once fortnightly):</b>				
a) Pitch only *	272.00	142.00	277.00	145.00
b) With Dressing Room / Showers *	492.00	247.00	503.00	250.00
<b>Rounders Pitch</b>	N/A			
<b>INCOME (Net of V.A.T.)</b>	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
<b>Total Football, Rugby, Hockey Pitches</b>	<b>15,749</b>	<b>17,500</b>	<b>17,500</b>	<b>17,900</b>

\* Exclusive of VAT. However, if bookings do not fulfil Customs and Excise criteria for VAT free charge, VAT must be added.

Summary of requirements for VAT free hire of sports facilities:

- i) User must be a club, school or similar body.
- ii) Clear evidence of agreement required, e.g. exchange of letters.
- iii) Payment to be made in full whether or not hire takes place.
- iv) Hire must be for a sports season or three months, whichever is less.
- v) Hirer must have exclusive use of the facility for hire period.

**CULTURE**  
**RECREATION and SPORT**

**EDMONDSCOTE ATHLETIC TRACK**

**Athletic Track:**

**Day Tickets:**

	<b>Charge From 2/1/19 £</b>	<b>Proposed Charge From 2/1/20 £</b>	
- Adults	4.70	4.80	2.13%
- Juniors / Senior Citizens	2.70	2.80	3.70%

**Season Tickets:**

- Adults *	122.00	125.00	2.46%
- Juniors / Senior Citizens *	61.00	63.00	3.28%

\* Season Tickets - charges are reduced from 1st October to March 31st by 60%

**Reservation of Track for Group Sessions:**

**Training:**

- Session not exceeding 4 hours	53.50	55.00	2.80%
- Schools / Junior	41.50	42.00	1.20%

**Sports Meetings - per session of four hours or part thereof:**

**Weekdays:**

- Schools / Junior	61.00	62.00	1.64%
each additional hour or part thereof	21.00	21.50	2.38%
- Others	92.50	95.00	2.70%
each additional hour or part thereof	31.00	32.00	3.23%

**Saturdays:**

- Schools / Junior	87.00	90.00	3.45%
each additional hour or part thereof	31.00	32.00	3.23%
- Others	134.00	138.00	2.99%
each additional hour or part thereof	46.00	47.00	2.17%

**Sundays:**

- Schools / Junior	110.00	112.00	1.82%
each additional hour or part thereof	41.00	42.00	2.44%
- Others	170.00	174.00	2.35%
each additional hour or part thereof	60.00	62.00	3.33%

Use Of Floodlighting - per hour or part thereof	41.00	10.00	-75.61%
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Use of P.A. System - per period	25.00	25.00	0.00%
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Use of Pavilion Facilities - per 4 hour period	45.00	45.00	0.00%
- each additional hour (or part)	18.50	18.50	0.00%

	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
<b>INCOME (Net of V.A.T.)</b>				
<b>Total Edmondscote Track</b>	<b>21,713</b>	<b>17,000</b>	<b>17,000</b>	<b>17,500</b>

\* The Floodlighting rate has never been applied as it would be unaffordable to all clubs and the condition of the lighting was poor. We have now improved the lighting and wish to apply a rate that is considered affordable.

## CULTURE

### RECREATION and SPORT

#### MISCELLANEOUS CHARGES

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<b>PAVILION HIRE:</b>			
Hire of Vic Park Bowls Pavilion -external hirers per hr up to 3 hrs)	41.50	42.00	1.20%
Hire of Victoria Park Bowls Pavilion - internal hirers per day	51.50	52.00	0.97%
Hire of Victoria Park Bowls Pavilion - internal hirers up to 3 hrs	39.50	40.00	1.27%

	Actual 2018/19 £	Estimate 2019/20 £	Estimate 2019/20 £	Estimate 2020/21 £
<b>INCOME (Net of V.A.T.)</b>				
Sporting Events in Parks	5,831	5,500	5,500	5,600

#### COMMUNITY SPORTS DEVELOPMENT

Various courses of a variety of durations and at many locations from basic children's participation and learning up to adult advanced coaching / training.

Prices from free of charge up to £50 per day dependent on the location, need and subsidy.

## CULTURE

### RECREATION and SPORT

#### LILLINGTON RECREATION CENTRE

	Proposed Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<b>Sporting and Youth Organisations:</b>			
- per morning / afternoon	22.00	23.00	4.55%
- per evening / weekend (per 2 hour session)	22.00	23.00	4.55%
- each additional hour or part thereof	11.00	11.50	4.55%

**Other Organisations:**

by negotiation

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
<b>INCOME (Net of V.A.T.)</b>				
<b>Total Lillington Recreation Centre</b>	<b>5,582</b>	<b>8,000</b>	<b>8,000</b>	<b>8,400</b>

## CULTURE

### RECREATION and SPORT

#### FACILITIES FOR PERSONS IN RECEIPT OF UNEMPLOYMENT BENEFIT AND INCOME SUPPORT AND STUDENTS

1. Facilities available free of charge during times shown. If no time is shown it is during all normal hours the activity is available.

Tennis (Beauchamp Gardens)

Edmondscote Athletic Track - Monday to Thursday: 9 a.m. to 5.30 p.m., Friday : 9 a.m. to 4.00 p.m.  
(sometimes restricted by bookings)

Newbold Hall / Jephson Room, Spa Centre

2. Facilities available at reduced charges during times shown.

Bowls - Casual usage 10 a.m. to 5 p.m.

-Senior citizens rates

Edmondscote Athletic Track - Monday to Thursday 5.30 onwards  
and Sunday mornings

-Junior rate

Coaching Courses

-Reduced price on selected courses  
(see local press for details)

Art Gallery / Craft Courses

-Reduced price on selected courses  
(see local press for details)

Royal Spa Centre

-Reduced ticket prices at  
selected performances  
(see local press for details)

-Standby tickets for some  
concerts and shows, 50%  
reduction, dependant upon  
availability

Tickets will only be sold 30  
minutes prior to start of  
performance.

\* At least 50% of players must fulfil eligibility criteria

## **CULTURE**

### **RECREATION and SPORT**

#### **FACILITIES FOR PERSONS IN RECEIPT OF UNEMPLOYMENT BENEFIT AND INCOME SUPPORT AND STUDENTS**

3. The department operates a whole range of other facilities which are offered without charge (such as paddling pools, playgrounds, parks, Jephson Gardens) and activities (such as Sunday Band concerts, plays in the parks) which are advertised in the local press as appropriate. Play schemes during the summer holidays are also free.

For full details of our services, or for further information on leisure opportunities, please ring the Cultural Services Department on 01926 456207

#### **NOTE:**

- (a) Use of the above facilities free or at a reduced charge is conditional upon production of a current :

E.S. 40 (Job Seekers Allowance)

**OR**

Benefits Agency decision notice or book for Income Support

**OR**

Benefits Agency decision notice or book for Family Credit

**OR**

Students Association (Union) Card specifying Full time status or

Students Association (Union) Card, non-specific and Student aged under 25 years

- (b) Children of the above may receive discounts on certain holiday courses

Every Active also offer discounts – please contact the Centres for further details

## DEVELOPMENT

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
<b>Building Control</b>				
<a href="#">Building Control Fees</a>	768,633	836,000	836,000	836,000
<b>Total Building Control</b>	<b>768,633</b>	<b>836,000</b>	<b>836,000</b>	<b>836,000</b>
<b>Development Control</b>				
<a href="#">Development Control</a>	58,072	67,700	68,000	70,000
<b>Total Development Control</b>	<b>58,072</b>	<b>67,700</b>	<b>68,000</b>	<b>70,000</b>
<b>Self building section</b>	0	0	500	1,000
<b>Enterprise Team</b>				
<a href="#">Enterprise Team</a>	250,800	247,800	247,800	255,300
<b>Total Enterprise Team</b>	<b>250,800</b>	<b>247,800</b>	<b>247,800</b>	<b>255,300</b>
<b>Markets</b>				
<a href="#">Markets</a>	30,800	31,000	31,000	31,000
<b>Total Markets</b>	<b>30,800</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>
Bowls Championship - Parking	16,300	16,800	16,300	16,300
Events Team - Open Spaces	5,140	4,600	4,600	5,100
<b>Land Charges</b>				
Local Land Charges	117,416	145,000	111,000	115,000
<b>Total Land Charges</b>	<b>117,416</b>	<b>145,000</b>	<b>111,000</b>	<b>115,000</b>
<b>TOTAL DEVELOPMENT</b>	<b>1,247,161</b>	<b>1,348,900</b>	<b>1,315,200</b>	<b>1,329,700</b>

## DEVELOPMENT

### THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010

**TABLE 1: NEW BUILD OF HOUSES OR FLATS (Dwellings / flats up to 300m<sup>2</sup>)**

**Notes:**

1. For a 'full plans' application, the plan fee is required immediately to process the application. This is followed by an inspection fee which is payable on commencement of the building work.
2. For a 'building notice' application the entire fee is required immediately to process the application.

<b>Number Of Dwellings</b>	<b>Charge From 1/4/19 £</b>	<b>Proposed Charge From 1/4/20</b>	
<u>Full Plans Applic: Submission Fee</u>			
1	£330.00	£330.00	0.00%
2	£390.00	£390.00	0.00%
3	£450.00	£450.00	0.00%
4	£510.00	£510.00	0.00%
5	£570.00	£570.00	0.00%
6	£630.00	£630.00	0.00%
<u>Full Plans Applic: Inspection Fee</u>			
1	£600.00	£600.00	0.00%
2	£770.00	£770.00	0.00%
3	£950.00	£950.00	0.00%
4	£1,130.00	£1,130.00	0.00%
5	£1,300.00	£1,300.00	0.00%
6	£1,480.00	£1,480.00	0.00%
<u>Building Notice</u>			
1	£930.00	£930.00	0.00%
2	£1,160.00	£1,160.00	0.00%
3	£1,400.00	£1,400.00	0.00%
4	£1,640.00	£1,640.00	0.00%
5	£1,870.00	£1,870.00	0.00%
6	£2,110.00	£2,110.00	0.00%

For sites with more than 6 dwellings please contact us for a quote

For the fee for new houses with floor areas in excess of 300m<sup>2</sup> please contact Building Control.

The fee for a new house or flat includes the garage whether attached or detached.

For full plans applications the fees are split. The submission fee must be paid with the application. The Inspection fee can also be paid at the same time or be invoiced once the works have started.

## **DEVELOPMENT**

### **THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010**

#### **TABLE 2: CERTAIN BUILDING WORK IN DWELLINGS**

##### **Notes:**

1. In a domestic property if alterations (up to £5,000 value, window replacement, replacement roof or garage conversions) are taking place at the same time as an extension (not including loft or basement conversions) there is a 50% discount in the fees for the alterations.
2. If there is more than one extension on a single dwelling, the floor areas for each extension are added together for a single overall fee.
3. Where work is concerned with the provision of access or facilities for a disabled person, in certain circumstances there are exemptions from fees. Please contact Building Control .
4. For a 'full plans' application, the plan fee is required immediately to process the application. This is followed by an inspection fee which is payable on commencement of the building work.
5. The floor area is internal, not including the area of the external walls.

## **DEVELOPMENT**

**TABLE 2: CERTAIN BUILDING WORK IN DWELLINGS (Continued)**

		Charge From 1/4/19 £	Charge From 1/4/20	
	<u>Full Plans Application: Submission Fee</u>			
1	Full (or part) garage conversion	£305.00	£305.00	0.00%
1	Replacement windows	£135.00	£135.00	0.00%
1	Domestic Re-roofing up to £10,000 value	£200.00	£200.00	0.00%
	Solar panels and replacement thermal elements	£200.00	£200.00	0.00%
2	Erection of a garage or car port up to 60m <sup>2</sup>	£305.00	£305.00	0.00%
	Domestic extensions up to 40m <sup>2</sup>	£180.00	£180.00	0.00%
3	Domestic extensions from 40m <sup>2</sup> - 60m <sup>2</sup>	£220.00	£220.00	0.00%
3	Loft or basement conversions up to 40m <sup>2</sup>	£180.00	£180.00	0.00%
3	Loft or basement conversion from 40m <sup>2</sup> - 60m <sup>2</sup>	£220.00	£220.00	0.00%
4	Underpinning	£400.00	£400.00	0.00%
	<u>Full Plans Application: Inspection Fee</u>			
1	Full (or part) garage conversion	Nil	Nil	
1	Replacement windows	£135.00	£135.00	0.00%
1	Domestic Re-roofing up to £10,000 value	£200.00	£200.00	0.00%
	Solar panels and replacement thermal elements	£200.00	£200.00	0.00%
2	Erection of a garage or car port up to 60m <sup>2</sup>	Nil	Nil	
	Domestic extensions up to 40m <sup>2</sup>	£300.00	£300.00	0.00%
3	Domestic extensions from 40m <sup>2</sup> - 60m <sup>2</sup>	£400.00	£400.00	0.00%
3	Loft or basement conversions up to 40m <sup>2</sup>	£300.00	£300.00	0.00%
3	Loft or basement conversion from 40m <sup>2</sup> - 60m <sup>2</sup>	£400.00	£400.00	0.00%
4	Underpinning	Nil	Nil	
	<u>Building Notice</u>			
1	Full (or part) garage conversion	£305.00	£305.00	0.00%
1	Replacement windows	£135.00	£135.00	0.00%
1	Domestic Re-roofing up to £10,000 value	£200.00	£200.00	0.00%
	Solar panels and replacement thermal elements	£200.00	£200.00	0.00%
2	Erection of a garage or car port up to 60m <sup>2</sup>	£305.00	£305.00	0.00%
	Domestic extensions up to 40m <sup>2</sup>	£480.00	£480.00	0.00%
3	Domestic extensions from 40m <sup>2</sup> - 60m <sup>2</sup>	£620.00	£620.00	0.00%
3	Loft or basement conversions up to 40m <sup>2</sup>	£480.00	£480.00	0.00%
3	Loft or basement conversion from 40m <sup>2</sup> - 60m <sup>2</sup>	£620.00	£620.00	0.00%
4	Underpinning	£400.00	£400.00	0.00%
1	There is a 50% discount for replacement windows, replacement roof, garage conversion or other works up to £5,000 value (not including loft or basement conversions) if these works are taking place at the same time as a domestic extension			
2	Garages in excess of 60m <sup>2</sup> should be calculated using Table 3.			
3	Domestic extensions over 60m <sup>2</sup> should be calculated using Table 3. There is a minimum fee of £470.			
4	The fees for loft and basement conversions in excess of 60m <sup>2</sup> should be calculated using Table 3.			
5	For full plans applications the fees are split. The submission fee must be paid with the application. The Inspection fee will be invoiced once the works have started or alternatively it can be paid with the submission fee.			

## **DEVELOPMENT**

### **THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010**

#### **TABLE 3: ALL OTHER BUILDING WORK**

**Notes:**

1. For loft / basement conversions there is a minimum fee of £470
2. For domestic extensions over 60m<sup>2</sup> there is a minimum fee of £470
3.

If a 'full plans' application is being made for work requiring a fee of £270 or less the whole fee is payable upon application. Otherwise, 40% of the total fee will be required with the application form as the plan fee. An invoice will be sent on commencement of the work for the remaining 60%, which forms the 'inspection fee'.
4. The estimated cost should be in line with recommended RICS rates, not including VAT or fees paid to architects, etc.
5. Where work is concerned with the provision of access or facilities for a disabled person, in certain circumstances there are exemptions from fees. Please contact Building Control
6. If electrical works are part of a larger project, no further fee is payable. The fee for an application purely for electrical works should be calculated on the basis of Table 3, however a BS7671 completion certificate will need to be issued by an electrician registered with an approved 'competent person' scheme. This electrician should be appointed by the applicant.

## DEVELOPMENT

### THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010

**TABLE 3: ALL OTHER BUILDING WORK (Continued)**

Estimated Cost of Building Work	Charge From 1/4/19 £	Charge From 1/4/20 £	
<b><u>Full Plans Application: Submission Fee</u></b>			
£0 to £5,000	£240.00	£240.00	0.00%
£5,001 to £10,000	£305.00	£305.00	0.00%
£10,001 to £15,000	£140.00	£140.00	0.00%
£15,001 to £20,000	£170.00	£170.00	0.00%
£20,001 to £30,000	£200.00	£200.00	0.00%
£30,001 to £40,000	£230.00	£230.00	0.00%
£40,001 to £50,000	£260.00	£260.00	0.00%
£50,001 to £60,000	£290.00	£290.00	0.00%
For works valued over £60,000 please contact us			

#### **Full Plans Application: Inspection Fee**

£0 to £5,000	Nil	Nil	
£5,001 to £10,000	Nil	Nil	
£10,001 to £15,000	£230.00	£230.00	0.00%
£15,001 to £20,000	£270.00	£270.00	0.00%
£20,001 to £30,000	£310.00	£310.00	0.00%
£30,001 to £40,000	£350.00	£350.00	0.00%
£40,001 to £50,000	£390.00	£390.00	0.00%
£50,001 to £60,000	£430.00	£430.00	0.00%
For works valued over £60,000 please contact us for a quote			

#### **Building Notice**

£0 to £5,000	£240.00	£240.00	0.00%
£5,001 to £10,000	£305.00	£305.00	0.00%
£10,001 to £15,000	£370.00	£370.00	0.00%
£15,001 to £20,000	£440.00	£440.00	0.00%
£20,001 to £30,000	£510.00	£510.00	0.00%
£20,001 to £40,000	£580.00	£580.00	0.00%
£40,001 to £50,000	£650.00	£650.00	0.00%
£50,001 to £60,000	£720.00	£720.00	0.00%

For works valued over £60,000 please contact us for a quote

There is a 50% discount for replacement windows, replacement roof, garage conversion or other works up to £5,000 value if these works are taking place at the same time as a domestic extension.

For full plans applications the fees are split. The submission fee must be paid with the application.

The Inspection fee will be invoiced once the works have started or alternatively it can be paid with the submission fee.

Fees are inclusive of V.A.T.

	Actual	Estimate	Latest Estimate	Estimate
<b>INCOME (Net of V.A.T.)</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2019/20</b>	<b>2020/21</b>
<b>Building Control Fees</b>	<b>768,633</b>	<b>836,000</b>	<b>836,000</b>	<b>836,000</b>

## DEVELOPMENT

### DEVELOPMENT CONTROL

		Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Permitted Development Enquiries (Self Assessment online free)		50.00	50.00	0.00%
Local Plan 2011-2029 Publication Draft		N/A	N/A	
<b>NEW:</b> Written requests relating to the Planning History of a Site		150.00	200.00	33.33%
<b><u>Pre-Application Advice Fees</u></b>				
<b>Tier 1:</b> Self service advice via the WDC website		No Charge	No charge	
<b>Tier2A:</b> Written response request if plan permission is required		50.00	100.00	100.00%
<b>Tier2B:</b> Request for a written response as to acceptability of a minor proposal	Householders	65.00	100.00	53.85%
	Other proposals	200.00	250.00	25.00%
<b>Tier2C:</b> Provision of verbal advice at the Development Management / Building Control householder drop in session		No Charge	No Charge	
<b>Tier 3:</b> Provision of pre-application advice for small scale non-householder proposals which do not fall with tiers 4 - 6				
	per meeting	200.00	300.00	50.00%
	written response	200.00	300.00	50.00%
	both	400.00	600.00	50.00%
<b>Tier 4:</b> Provision of pre-application advice for proposals which fall within the "minor" development category: i.e. residential proposals of 1 - 9 dwellings or involving a site area up to 0.5 ha; commercial proposals involving less than 1,000 sq. m of floor space or a site area of less than 1 ha				
	per meeting	400.00	600.00	50.00%
	written response	400.00	600.00	50.00%
	both	800.00	1,200.00	50.00%
<b>Tier 5:</b> Provision of pre-application advice for proposals which fall within the "small scale major" development category: i.e. residential proposals of 10 - 199 dwellings or involving a site area of 0.5 - 4 ha; commercial proposals involving between 1,000 and 9,999 sq. m of floor space or a site of 1 - 2 ha				
	per meeting	800.00	1,200.00	50.00%
	written response	800.00	1,200.00	50.00%
	both	1,600.00	2,400.00	50.00%
<b>Tier 6:</b> Provision of pre-application advice for proposals which fall within the "large scale major" development category: i.e. residential proposals of 200 or more dwellings or involving a site area of 4 ha or more; commercial proposals involving between 10,000 sq. m or more of floor space or a site of 2 ha				
	per meeting	1,200.00	1,800.00	50.00%
	written response	1,200.00	1,800.00	50.00%
	both	2,400.00	3,600.00	50.00%

## **DEVELOPMENT**

### **DEVELOPMENT CONTROL**

All fees are inclusive of V.A.T.

A fee will be charged for advice which:

- and apply to all development proposals including those following both the grant of outline planning permission (i.e. prior to the submission of reserved matters applications) and the refusal of planning permission.
- *For any specific development proposal, a fee will not be charged for the first round of advice (provided by means of either a written response or meeting) relating to proposals which:-*
  - are brought forward by small charitable organisations that are based within Warwick District where the proposal either i. falls within tiers 2 to 3 or ii where larger schemes falling within tiers 4 to 6 are proposed to directly benefit the users of *the charity*;
  - are for residential development and include *the provision of at least 90% affordable housing*.
  - assist disabled people: for example, proposals involving modifications to make a more accessible or user friendly.
  - require Listed Building consent (not including redevelopment schemes where the work to a Listed Building is part of a wider proposal).
  - are for employment development falling within the B use class.

	Actual	Estimate	Latest	
INCOME (Net of V.A.T.)	2018/19	2019/20	Estimate	Estimate
	£	£	2019/20	2020/21
			£	£
Development Control	58,072	67,700	68,000	70,000

## **DEVELOPMENT**

### **Self-Build Homes Register**

To be included on the register, there will be an entry charge of £50 for Part 1 and £25 for Part 2. People entered on Part 1 of the register are to pay a higher fee as there is duty for local authorities to meet the demand on this part of the register. The fee is outside of the scope of VAT.

5.1 If an application to join the register is unsuccessful then the fee will be refunded in full.

5.2 After 12 months, entrants in part 1 are required to pay a renewal fee of £20 and re-register otherwise they will be removed.

	<b>Actual</b>		<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>
<b>INCOME (Net of V.A.T.)</b>	<b>2018/19</b>		<b>2019/20</b>	<b>2019/20</b>	<b>2020/21</b>
	<b>£</b>		<b>£</b>	<b>£</b>	<b>£</b>
Self-build register		0	0	500	1,000

## ENTERPRISE TEAM

	Charge From 1/4/19 £	Proposed Charge From 1/4/20 £
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### Court Street Creative Arches

Annual Rent Excluding V.A.T. - which should be added at the prevailing rate.

All Units	Single or Double Arch	by negotiation by negotiation
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### Althorpe Enterprise Hub

Office Tariff: Monthly Licence Fee (excluding V.A.T. - which should be added at the prevailing rate)  
Includes Service Charge

Unit Number	No of Desks			
1	3	475	490	3.00%
2	3	497	512	3.00%
3	4	607	626	3.00%
4	3	541	557	3.00%
5	2	396	408	3.00%
6	2	362	372	3.00%
7	2	362	373	3.00%
8	2	362	373	3.00%
9	2	396	408	3.00%
10	3	541	557	3.00%
11	4	607	626	3.00%
12	3	453	466	3.00%
13	12	1,949	2,007	3.00%
14	3	534	550	3.00%
15	3	520	535	3.00%
16	3	534	550	3.00%
17	12	1,986	2,045	3.00%

Fees include service charge and 1 parking space - except Unit 12 which does not have parking allocated

### Conference Room Hire Charges (excluding V.A.T. - which should be added at the prevailing rate)

#### Althorpe Enterprise Hub Tenants:

Per Hour		16.25	16.75	3.08%
Half Day	Morning 9.00 am to 12.30 pm	48.75	50.25	3.08%
	Afternoon 1.00 pm to 4.30 pm	48.75	50.25	3.08%
Full Day	9.00 am to 5.00 pm	97.50	100.50	3.08%

**DEVELOPMENT**  
**ENTERPRISE TEAM**

		<b>Charge From 1/4/19 £</b>	<b>Proposed Charge From 1/4/20 £</b>	
<u>Althorpe Enterprise Hub Other Organisations:</u>				
Half Day	Morning 9.00 am to 12.30 pm	65.00	67.00	3.08%
	Afternoon 1.00 pm to 4.30 pm	65.00	67.00	3.08%
Full Day	9.00 am to 5.00 pm	130.00	134.00	3.08%

NOTE: Times above are for guidance only and can be negotiated

Work Station Tariff (excluding V.A.T.- which should be added at the prevailing rate)

Daily Licence	22	NA
Weekly Licence	80	NA
Monthly Licence	290	NA

Subscription Packages (including V.A.T.)

Option 1 (16 hours per month)	31.00	NA
Option 2 (32 hours per month with added facilities)	74.00	NA
Option 3 (Unlimited hours with added facilities)	250.00	NA

	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>Latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
<b>INCOME (Net of V.A.T.)</b>				
<b>Enterprise Team</b>	<b>250,800</b>	<b>247,800</b>	<b>247,800</b>	<b>255,300</b>

## **DEVELOPMENT**

### **26 H.T.**

		<b>Charge From 1/4/19 £</b>	<b>Proposed Charge From 1/4/20 £</b>	
Includes service charge				
Unit Number	No.of Desks			
1	8	871.17	897.31	3.00%
2	8	944.40	972.73	3.00%
3	3	394.94	406.79	3.00%
4	10	1,032.23	1,063.20	3.00%
5	5	514.15	529.57	3.00%
6	4	498.33	513.28	3.00%
7	4	498.33	513.28	3.00%

### **COWork - Arch 4 (new project)**

		<b>Charge From 1/4/19 £</b>	<b>Proposed Charge From 1/4/20 £</b>	
Pricing tariff - (including V.A.T.)				
Monthly subscription (cost per month)				
Dedicated desk package				
P.A.Y.G				
Per day				
Per half day				
Per hour				

**DEVELOPMENT**  
**MARKETS**

**MARKETS**

(Free of V.A.T. unless otherwise stated)

	<b>Proposed Charge From 2/1/19 £</b>	<b>Proposed Charge From 2/1/20 £</b>	
Farmers' Market charge per stall per market to stallholders:			
- Warwick (4-5 per year)	33.00	33.00	0.00%
- Leamington	33.00	33.00	0.00%
Market Contractor charge per stall per market to stallholders:			
- Leamington and Warwick	33.00	33.00	0.00%
- Kenilworth	29.25	29.25	0.00%
% of stall income due to Warwick District Council:			
Number of Stalls:	%	%	
Up to 29	20%	20%	
Up to 39	25%	25%	
Up to 49	30%	30%	
Up to 59	35%	35%	
60-79	40%	40%	
Over 80	50%	50%	

	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>Latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
<b><u>INCOME (Net of V.A.T.)</u></b>				
<b>Total Markets</b>	<b>30,800</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>

<b><u>MISCELLANEOUS CHARGES</u></b>	<b>Charge From 2/1/19 £</b>	<b>Proposed Charge From 2/1/20 £</b>	
Ticketed Commercial Events (Exempt from VAT)	By negotiation	By negotiation	
Set-up and break-down days- percentage of day rates above (Exempt from VAT)	35%	35%	0.00%
Additional cleansing recharged at cost			
- per 6 cubic yard skip	56.00	56.00	0.00%
	+ VAT	+ VAT	
- per additional litter pick	20.50	20.50	0.00%
	+ VAT	+ VAT	
<b>Deposits:</b> (VAT not applicable)			
Charitable/Community events <250 people	100.00	100.00	0.00%
Other Charitable/Community events	250.00	250.00	0.00%
Commercial with 15 or under trading units	250.00	250.00	0.00%
Commercial with over 15 trading units	500.00	500.00	0.00%
Fairs with 5 or fewer rides	500.00	500.00	0.00%
Fairs with over 5 rides	1,000.00	1,000.00	0.00%
Deposits should be paid in advance and repaid after the event less cleaning/reinstatement costs (if appropriate)			
<b><u>CIRCUSES AND FAIRS - up to seven days</u></b>	1,850.00	1,850.00	0.00%
(Exempt from V.A.T.)			
Each additional day or part thereof (subject to negotiation and agreement by Heads of Finance and Cultural Services).	310.00	310.00	0.00%
<b><u>PUMP ROOM GARDENS CORNER SITE (per day):</u></b>	175.00	175.00	0.00%
(Exempt from V.A.T.)	minimum	minimum	
(Subject to negotiation and agreement by Heads of Finance & Cultural Services)			
Hire of North and South Lodges, Jephson Gardens (Per 3 Hours) (V.A.T. not applicable)	by negotiation	by negotiation	
	<b>Actual</b>	<b>Estimate</b>	<b>latest Estimate</b>
<b>INCOME (Net of V.A.T.)</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Estimate 2020/21</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Circuses and Fairs	5,140	4,600	5,100
<b>Total Miscellaneous Charges</b>	<b>5,140</b>	<b>4,600</b>	<b>5,100</b>

<b><u>BOWLS - CHAMPIONSHIP PARKING</u></b>	<b>Charge From 2/1/19 £</b>	<b>Proposed Charge From 2/1/20 £</b>	
<b>Victoria Park:</b>			
Car Parking:			
- National Championship Bowls Events - per day	5.00	5.00	0.00%
- 5 Day Parking Pass	20.00	20.00	0.00%

	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
<b>INCOME (Net of V.A.T.)</b>				
<b>Car Parking - Victoria Park -Bowls</b>	<b>16,300</b>	<b>16,800</b>	<b>16,300</b>	<b>16,300</b>

## DEVELOPMENT

### LOCAL LAND CHARGES

	Actual 2018/19 £	Estimate 2019/20 £	Latest Estimate 2019/20 £	Estimate 2020/21 £
Local Land Charges (ringfenced account)				
<a href="#">Local Land Charges</a>	117,416	145,000	111,000	115,000
<b>TOTAL LOCAL LAND CHARGES</b>	<b>117,416</b>	<b>145,000</b>	<b>111,000</b>	<b>115,000</b>

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<b><u>Search Fee (non-electronic)</u></b>			
Full Search Fee (LLC1 & CON29R) LLC1	0.00	N/a	
CON29R Official Search (includes VAT)	96.00	96.00	0.00%
<b><u>Part II - Optional Enquiries</u></b>			
CON290 (PARTII)	12.00	12.00	0.00%
CON290 (PARTII) Enquiry 22 (refer direct to County Council)	0.00	0.00	0.00%
<b><u>Other Work</u></b>			
Additional (Non-standard) Questions	24.00	24.00	0.00%
Additional land parcel (all search types)	12.00	12.00	0.00%

All of the above fees are outside the scope of V.A.T. unless otherwise stated.

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
<b>INCOME (Net of V.A.T.)</b>				
Local Land Charges (ringfenced account)	117,416	145,000	111,000	115,000

## DEVELOPMENT

## LEGAL SERVICES

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £
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### CHARGES FOR LOCAL AUTHORITY LEGAL WORK

#### Disposals, Licences, Easements, etc.

Disposals (excluding those on the open market)	At cost	At cost
Leases	At cost	At cost
Licences	At cost	At cost
Licence to plant in Highway - Initial Fee	At cost	At cost
Rights of Way / Easements	At cost	At cost
Licenses to Assign (Commercial / Residential)	At cost	At cost

(refer to County Council if possible)

#### Mortgages

Supply of Epitome and Abstract of Title: Photocopy charge	see below	see below	
Redemption of Mortgages	No charge	No charge	
Council entering into Conveyance releasing part of mortgaged property	At cost	At cost	
Postponement of Council's Discount provisions	85.00	88.00	3.53%
Release of one party to mortgage	240.00	250.00	4.17%
Applic for retrospective consents to Property Alterations	62.00	65.00	4.84%

#### Miscellaneous Agreements concerning the Development of Land

Sect 106 Agreements - Town & Country Plan Act 1990	available via website
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#### Photocopying (Inclusive of V.A.T.)

A4 Single sided	0.10	0.11	10.00%
A4 Single sided - colour	0.80	0.88	10.00%
A4 Double sided	0.20	0.22	10.00%
A4 Double sided - colour	1.45	1.50	3.45%
A3 Single sided	0.20	0.22	10.00%
A3 Single sided - colour	1.65	1.80	9.09%
A3 Double sided	0.40	0.44	10.00%
A3 Double sided - colour	2.80	3.00	7.14%
A0 Plans	16.00	17.50	9.38%
A0 Plans - colour	58.25	60.00	3.00%

## HEALTH & COMMUNITY PROTECTION

### LICENSING

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
<b>Licensing and Registration (ringfenced account)</b>				
<a href="#">Licensing and Registration</a>	201,863	205,100	204,800	207,000
<b>Total Licensing and Registration</b>	<b>201,863</b>	<b>205,100</b>	<b>204,800</b>	<b>207,000</b>

## HEALTH & COMMUNITY PROTECTION

### LICENSING

<b><u>LICENSING and REGISTRATION:</u></b>	current Charge from 1/1/19 £	Total Charge From 2/1/20 £	
(V.A.T. not applicable)			
Hackney Carriage / Private Hire Licence +Horse Drawn Vehicles:			
Vehicle Licence (PH) - Application Fee	47.24	49.00	3.73%
Vehicle Licence (PH)	79.88	82.50	3.28%
Vehicle Licence (PH) Renewal- Application Fee	46.46	49.00	5.47%
Vehicle Licence Renewal (PH)	76.20	78.50	3.02%
2nd Vehicle Licence Renewal (PH) -	46.46	49.00	5.47%
2nd Vehicle Licence Renewal (PH) - licence	39.00	40.50	3.85%
Vehicle Licence (HC) - Application Fee	48.00	50.00	4.17%
Vehicle Licence (HC)	80.00	82.50	3.13%
Vehicle Licence (HC) Renewal- Application Fee	47.00	50.00	6.38%
Vehicle Licence Renewal (HC)	77.00	80.00	3.90%
2nd Vehicle Licence Renewal (HC) - app	47.00	50.00	6.38%
2nd Vehicle Licence Renewal (HC) - licence	38.50	40.00	3.90%
Vehicle Licence (PH) with Dispensation- Application Fee	49.48	51.00	3.07%
Vehicle Licence (PH) with Dispensation- Licence Fee	79.90	83.00	3.88%
2nd annual (PH) renewal with dispensation - app	47.07	51.00	8.35%
2nd annual (PH) renewal with dispensation - lic	39.95	42.00	5.13%
Renewing Vehicle Licence with Dispensation (PH)- app	47.07	51.00	8.35%
Renewing Vehicle Licence with Dispensation (PH)- licence	76.20	80.50	5.64%
2nd Vehicle Licence Renewal with Dispensation (HC) - New char	78.10	83.50	6.91%
Vehicle Licence - Transfer of Vehicle	38.00	40.75	7.24%
Medical Administration fee (included with new/renewal applicati	17.00	18.00	5.88%
Annual Medical (without Application)	19.00	20.00	5.26%
HC/PH driver licence - grant 3years (new) -application	102.00	106.00	3.92%
HC/PH driver licence - grant 3years (new) - licence	244.41	252.00	3.11%
HC/PH driver licence - renewal 3years (new) -application	90.30	92.00	1.88%
HC/PH driver licence - renewal 3years (new) - licence	245.00	252.00	2.86%
Replacement Driver's Badge	30.00	32.00	6.67%
Replacement Driver's or Vehicle's Paper Licence	18.00	20.00	11.11%
Replacement Drivers Dashboard ID	35.00	37.00	5.71%
Replacement Vehicle Plate	22.00	25.00	13.64%
New Driver's Knowledge Test	70.00	72.00	2.86%
Private Hire Operator's Licence (5year) - New Application	101.00	105.00	3.96%
Private Hire Operator's (5year) -Licence	765.00	780.00	1.96%
Private Hire Operator's Licence (5year) -renew Application	46.00	55.00	19.57%
Private Hire Operator's (5year) - Renew	765.00	780.00	1.96%

**HEALTH & COMMUNITY PROTECTION**  
**LICENSING**

	<b>current Charge</b>	<b>Total Charge From 2/1/20</b>	
<b><u>LICENSING and REGISTRATION:</u></b>			
(V.A.T. not applicable)	<b>£</b>		<b>£</b>
DBS Check	68.00	75.00	10.29%
Local Government (Misc. Provisions) Act 1982			
Sex Establishments Licence - new Application	2,300.00	2,450.00	6.52%
Sex Establishments Licence - new Licence	4,500.00	4,650.00	3.33%
Sex Establishments Licence -renewal Application	2,150.00	2,300.00	6.98%
Sex Establishments Licence -renewal Licence	4,500.00	4,650.00	3.33%
Transfer	2,100.00	2,250.00	7.14%
Variation	2,100.00	2,250.00	7.14%
Street Trading Consent Licence:			
Static Pitch - new application	68.00	75.00	10.29%
Static Pitch - licence	200.00	210.00	5.00%
Touring Pitch - new application	64.00	70.00	9.38%
Touring Pitch - licence	190.00	200.00	5.26%
Day Trading	56.00	60.00	7.14%
Group Trading			
Category 1 (up to 20)	84.00	100.00	19.05%
Category 2 (21 to 49)	100.00	125.00	25.00%
Category 3 (50 to 75)	114.00	150.00	31.58%
Category 4 (76 to 99)	128.00	175.00	36.72%
Category 5 (over 100 traders)	137.00	200.00	45.99%
Transfer of Consent	39.00	40.00	2.56%
Variation to Consent	57.00	60.00	5.26%
Replacement Badge	18.00	25.00	38.89%
Replacement Paper Consent	17.00	20.00	17.65%
Additional Employee	38.00	40.00	5.26%
Small Lotteries - renewal	20.00	20.00	0.00%
Small Lotteries -new	40.00	40.00	0.00%
Scrap Metal			
Site Licence (3 year)	767.00	795.00	3.65%
Additional Site licence	643.00	665.00	3.42%
Renewal of Site licence	642.00	666.00	3.74%
Variation of Site licence	71.00	75.00	5.63%
Collectors licence (renewal) -	594.00	615.00	3.54%
Collectors Licence (3 year)	619.00	640.00	3.39%
Variation Collectors Licence	71.00	75.00	5.63%
Replace or copy licences	18.00	20.00	11.11%
Change of licence details (trading name, address etc.)	15.00	30.00	100.00%
Change of site manager	63.00	70.00	11.11%
Change of site	151.00	155.00	2.65%
Replacement ID Badge	19.00	30.00	57.89%

## HEALTH & COMMUNITY PROTECTION

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
<b>INCOME (Net of V.A.T.)</b>				
Sex Establishments	14,262	6,600	6,600	7,000
Consent for Street Trading	8,465	6,500	6,500	7,000
Small Lotteries	1,940	2,000	2,000	2,000
Hackney Carriages / Private Hire	176,167	189,000	189,000	190,000
Scrap Metal	1,029	1,000	700	1,000
<b>Total Licences</b>	<b>201,863</b>	<b>205,100</b>	<b>204,800</b>	<b>207,000</b>

## HEALTH & COMMUNITY PROTECTION

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Licensing	201,863	205,100	204,800	207,000
Environmental Health:				
<a href="#">Pest Control</a>	1,427	3,200	2,100	2,100
<a href="#">Food Safety</a>	0	100	100	2,700
<a href="#">Pollution Control</a>	1,457	1,500	1,500	1,500
<a href="#">Licensing</a>	17,174	11,700	13,500	18,400
Total Environmental Health	<u>20,058</u>	<u>16,500</u>	<u>17,200</u>	<u>24,700</u>
TOTAL HEALTH & COMM PROT	<u><u>221,921</u></u>	<u><u>221,600</u></u>	<u><u>222,000</u></u>	<u><u>231,700</u></u>

## HEALTH & COMMUNITY PROTECTION

### ENVIRONMENTAL HEALTH

#### PEST CONTROL

(Inclusive of V.A.T.)

#### RODENT CONTROL:

(Control of Rat & Mice Infestation)

#### Non Domestic Premises (without contract):

- One man and van per hour	87.00	90.00	3.45%
- Two men and van per hour	115.00	119.00	3.48%

#### Domestic Premises:

<u>Rat Infestation</u>	Free	78.00	New
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#### Mice Infestation:

- Standard Charge	76.00	78.00	2.63%
- Persons in receipt of Inc Support or Job seekers Allowance	Free	Free	
Persons in receipt of a State pension/Pension Credits	38.00	39.00	2.63%
Persons Registered Disabled	38.00	39.00	2.63%

#### TREATMENT FOR OTHER PESTS:

- Standard Charge			
- Bedbugs	81.00	84.00	3.70%
- Fleas and Cockroaches	81.00	84.00	3.70%
- Persons in receipt of Inc Support or Job seekers Allowance	Free	Free	
Persons in receipt of a State pension/Pension Credits	41.00	42.00	2.44%
Persons Registered Disabled	41.00	42.00	2.44%

#### STRAY DOGS:

- Administration charge for processing stray dogs	26.00	27.00	3.85%
- Dog fouling fixed penalty - <b>this is a fixed Statutory charge</b>	50.00	50.00	0.00%

	Actual	Estimate	latest	Estimate
INCOME (Net of V.A.T.)	2018/19	2019/20	2019/20	2020/21
	£	£	£	£
Pest Control	1,427	3,200	2,100	2,100
Stray Dogs processing- administration	325	800	500	500
Dog Fouling Fixed Penalty	0	300	100	100
<b>Total Pest Control</b>	<b>1,752</b>	<b>4,300</b>	<b>2,700</b>	<b>2,700</b>

## HEALTH & COMMUNITY PROTECTION

### ENVIRONMENTAL HEALTH

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<b><u>FOOD SAFETY:</u></b>			
Food Inspection:			
- Non-Statutory Inspections	126.00	180.00	42.86%

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
<b>INCOME (Net of V.A.T.)</b>				
<b>Total Food Safety Charges</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>2,700</b>

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<b><u>POLLUTION CONTROL:</u></b>			
Contaminated Land Search	101.00	104.00	2.97%

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
<b>INCOME (Net of V.A.T.)</b>				
<b>Total Pollution Control Charges</b>	<b>1,457</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>

## HEALTH & COMMUNITY PROTECTION

### ENVIRONMENTAL HEALTH

#### LICENSING

(V.A.T. not applicable)

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Dangerous Wild Animals Act	428.40	441.00	2.94%
New Zoo Licence (5yr)	1,400.00	1,442.00	3.00%
Renewal Zoo Licence (6 years)	1,600.00	1,648.00	3.00%

#### Animal Health Licence -from 1/10/18

	from 1/10/18	
Animal Health Application Fee	100.00	see below
plus licence fee x no of years(+ vets fees if applicable)	100.00	see below
Home Boarding Licence	100.00	see below
Commercial Boarding Licence (1-25 cats/dogs)	150.00	see below
Commercial Boarding Licence (26 or more cats/dogs)	200.00	see below
Pet Shop Licence	200.00	see below
Exhibition Licence	120.00	see below

#### Riding/breeding Licences - from 1/10/18

	from 1/10/18	see below
Animal Health Application Fee + vets fees	125.00	see below
Horse Riding Establishments Licence (1-15 horses)	150.00	see below
Horse Riding Establishments Licence (16 or more horses)	170.00	see below
Dog Breeding Licence (1 to 10 bitches)	110.00	see below
Dog Breeding Licence (11 or more bitches)	150.00	see below

#### **Animal Welfare Licence**

##### **Home/Day Boarder**

	2019	Proposed 2020	
Application fee	100	150	50.00%
Licence Fee 1 yr	100	100	0.00%
Licence Fee 2 yr	200	140	-30.00%
Licence Fee 3 yr	300	180	-40.00%
Additional Host (franchise) added to Application fee		60	

##### **Commercial Boarding (A) (1-25 dogs)**

Application fee	100	200	100.00%
Licence Fee 1 yr	150	130	-13.33%
Licence Fee 2 yr	300	170	-43.33%
Licence Fee 3 yr	450	210	-53.33%

##### **Commercial Boarding (B) (more than 25 dogs)**

Application fee	100	250	150.00%
Licence Fee 1 yr	200	130	-35.00%
Licence Fee 2 yr	400	170	-57.50%
Licence Fee 3 yr	600	210	-65.00%

##### **Pet Shop Licence**

Application fee	100	300	200.00%
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Licence Fee 1 yr	200	130	-35.00%
Licence Fee 2 yr	400	170	-57.50%
Licence Fee 3 yr	600	210	-65.00%

#### **Exhibition & Performance Licence**

Application fee	100	200	100.00%
Licence Fee 3 yr	120	100	-16.67%

#### **Hiring of Horses A (1-16)**

Application fee	125	200	60.00%
Licence Fee 1 yr	150	130	-13.33%
Licence Fee 2 yr	300	230	-23.33%
Licence Fee 3 yr	450	330	-26.67%

#### **Hiring of Horses B (17 or more)**

Application fee	125	250	100.00%
Licence Fee 1 yr	170	130	-23.53%
Licence Fee 2 yr	340	230	-32.35%
Licence Fee 3 yr	510	330	-35.29%

#### **Dog Breeding Licence A (1 to 10 bitches)**

Application fee	125	200	60.00%
Licence Fee 1 yr	110	130	18.18%
Licence Fee 2 yr	220	170	-22.73%
Licence Fee 3 yr	330	210	-36.36%

#### **Dog Breeding Licence B (11 or more bitches)**

Application fee	125	250	100.00%
Licence Fee 1 yr	150	130	-13.33%
Licence Fee 2 yr	300	170	-43.33%
Licence Fee 3 yr	450	210	-53.33%

Variations (charge depends on nature of variation and if a visit is required)from

40

Requests for re-inspections

180

**Any vets charges accrued are charged back to the applicant**

#### Local Government (Misc. Provisions) Act 1982

Premises Registration Ear Piercing, Tattooing (Application)	140.00	150.00	7.14%
Premises Registration Ear Piercing, Tattooing (Licence Fee)	110.00	120.00	9.09%
Personal Registration Electrolysis, Acupuncture (Application)	100.00	110.00	10.00%
Personal Registration Electrolysis, Acupuncture (Licence Fee)	110.00	120.00	9.09%
Temporary Tattoo Events - Cost per Day			
Temp Event Premises registration (per business) -Applic	60.00	70.00	16.67%
Temp Event Premises reg (per business at event) -Licence	110.00	120.00	9.09%
Variations to above licences (From) - new charge	30.00	35.00	16.67%

<b>INCOME (Net of V.A.T.)</b>	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
Total Licensing - Skin Piercing/Tattooing	5,564	2,800	4,500	3,500
Riding Establishments	2,130	2,600	2,600	4,000
Zoos	0	0	0	0
Animal Boarding Establishments	6,608	5,100	5,100	9,000
Animal Breeding	1,952	400	500	1,000
Pet Shops	600	400	400	500
Exhibit/Performing Animals	320	400	400	400
<b>Total Licensing</b>	<b>17,174</b>	<b>11,700</b>	<b>13,500</b>	<b>18,400</b>

## HOUSING

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Private Sector Housing Renewal <a href="#">Improvement Grants Admin</a>	84,800	84,800	84,800	84,800
<b>TOTAL HOUSING and PROPERTY</b>	<b>84,800</b>	<b>84,800</b>	<b>84,800</b>	<b>84,800</b>

	Proposed Charge From 2/1/19 £	Proposed Charge From 2/1/20 £
Charges for The Administration of Improvement Grants	at cost	at cost
Home Improvement Agency fee	12.5% of cost (w.e.f 1/4/17)	12.5% of cost of works
Immigration Inspection Fee	£133.80 + VAT	137.8 + VAT
Statutory Notice Administrative Fee	at cost	at cost

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
<b>INCOME (Net of V.A.T.)</b>				
Improvement Grant Admin. Charges	84,800	84,800	84,800	84,800

## **HOUSING**

### **Housing in Multiple Occupation Licensing**

		<b>Charge From 2/1/19 £</b>	<b>Charge From 2/1/20 £</b>	
<b><u>New Applications:</u></b>	<b><u>Number of Occupants</u></b>			
Full Fee	5 only	832.00	857.00	3.00%
	6 to 12	963.00	992.00	3.01%
	13 to 20	1,103.00	1,136.00	2.99%
	21+	1,275.00	1,313.00	2.98%
Multiple Discounted Fee *	5 only	801.00	825.00	3.00%
	6 to 12	924.00	952.00	3.03%
	13 to 20	1,067.00	1,099.00	3.00%
	21+	1,233.00	1,270.00	3.00%
<b><u>Licence Renewal Fees:</u></b>				
Full Fee	5 only	616.00	634.00	2.92%
	6 to 12	707.00	728.00	2.97%
	13 to 20	814.00	838.00	2.95%
	21+	936.00	964.00	2.99%
Multiple Discounted Fee *	5 only	577.00	594.00	2.95%
	6 to 12	671.00	691.00	2.98%
	13 to 20	777.00	800.00	2.96%
	21+	900.00	927.00	3.00%
* Payable for any application beyond initial application				
Late Licence Application Fee (after initial reminder letter)		107.00	110.00	2.80%
Appointment of Manager Fee:	Manager Fee	55.60	57.20	2.88%
	Discounted Fee**	29.60	30.50	3.04%
** Payable where manager has been 'fit and proper person' checked in the last 5 years				
<b><u>Administrative Charges:</u></b>				
	Repeat requests for documents	53.90	55.50	2.97%
Finder's Fee for unlicensed HMO (penalty)		159.00	163.00	2.52%
(If the landlord/owner has failed to notify wdc of the licensable HMO)				
Photocopying Charges:	Additional copying	5.40	5.50	1.85%
	(Per Document)			
<b><u>Mobile Homes Act 2013 Fees</u></b>				
<b><u>Mobile Home Site New Application/Variation Fee</u></b>				
	sites with up to 10 units	274.00	282.00	2.92%
	sites with 11 to 50 units	306.00	315.00	2.94%
	sites with 51 to 100 units	339.00	349.00	2.95%
	sites with more than 100 units	at cost		
<b><u>Mobile Home Site Annual Inspection Fee</u></b>				
	sites with up to 10 units	219.00	225.00	2.74%
	sites with 11 to 50 units	252.00	259.00	2.78%
	sites with 51 to 100 units	283.50	292.00	3.00%
	sites with more than 100 units			
Mobile Home Site Re-inspection Fee		81.00	83.00	2.47%
Mobile Home Site Administrative Fee	Item 11(a) / Appendix A / Page41	32.50	33.50	3.08%

**NEIGHBOURHOOD**

	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
<b>Car Parking</b>				
<a href="#">Car Parking</a>	3,219,200	3,220,100	3,220,000	3,418,500
<b>Total Car Parking</b>	<u>3,219,200</u>	<u>3,220,100</u>	<u>3,220,000</u>	<u>3,418,500</u>
<b>Waste Collection:</b>				
<a href="#">Refuse Collection</a>	166,341	146,000	146,000	150,800
<b>Total Waste Collection</b>	<u>166,341</u>	<u>146,000</u>	<u>146,000</u>	<u>150,800</u>
<b>Bereavement Services:</b>				
<a href="#">Cemeteries</a>	331,415	445,300	388,100	412,900
<a href="#">Crematorium</a>	1,359,613	1,385,200	1,410,800	1,521,700
<b>Total Bereavement Services</b>	<u>1,691,028</u>	<u>1,830,500</u>	<u>1,798,900</u>	<u>1,934,600</u>
<b>TOTAL NEIGHBOURHOOD</b>	<u>5,076,569</u>	<u>5,196,600</u>	<u>5,164,900</u>	<u>5,503,900</u>

## **BEREAVEMENT SERVICES**

### **CEMETERIES**

(Free of V.A.T. unless otherwise stated)

#### **SALE OF BURIAL RIGHTS \* (For a period of 50 years)**

	<b>Charge From 2/1/19 £</b>	<b>Proposed Charge From 2/1/20 £</b>	
Each Grave - Area without kerbstones	see below		
Each Grave - Area with kerbstones	see below		
Standard grave with/without kerbstone for coffin/casket 6'9" x 25"	1,200.00	1,320.00	10.00%
Large Grave	1,550.00	1,700.00	9.68%
Selection Fee (Grave space chosen out of rotation)	360.00	370.00	2.78%
Selection Fee (Grave space chosen out of rotation) for child	135.00	150.00	11.11%
Child's grave	530.00	550.00	3.77%
Half size grave for Cremated Remains	530.00	550.00	3.77%
Exclusive Burial Rights - Garden of Remembrance	225.00	250.00	11.11%
Extension of expired rights (standard* grave 5 year extension)	120.00	124.00	3.33%

\* extension of expired rights for non-standard size graves will be calculated pro-rata per square foot.

Graves purchased for future use will be charged out of rotation fee in addition to the fee for the exclusive right of burial

### **INTERMENT \***

Person aged 17 years and above :

Adult interment (irrespective of depth)	830.00	900.00	8.43%
Cremated Remains	160.00	190.00	18.75%
Cremated Remains - St. Nicholas Church Yard	160.00	190.00	18.75%
Interment in Existing Vault	220.00	230.00	4.55%

Children :

Still-born to not exceeding 1 month (Parents are resident in WDC area) no charge			
Still-born to not exceeding 1 month (Parents NOT resident in WDC area)	110.00	115.00	4.55%
Child aged between 1 month & 16 years (parents resident in WDC area) no charge			
Child aged between 1 month & 16 yrs (parents not resident in WDC area)	110.00	115.00	4.55%
Woodland Burial (Oakley Wood)	1,300.00	1,300.00	0.00%
Surcharge of 50% for non-residents			

### **MEMORIAL FEES :**

Headstone and other memorials up to 3' 6" - incl 1st inscript	210.00	220.00	4.76%
Vase and other memorials under 1' 0" - incl 1st inscript	210.00	220.00	4.76%
Additional Inscription	80.00	100.00	25.00%
Kerbstones			
Kerbset memorials (including the first inscription)	410.00	420.00	2.44%

### **OTHER CHARGES:**

Manual search of Burial Registers (per 30mins or part thereof)

	40.00	45.00	12.50%
- Includes email confirmation of details.			
	55.00	65.00	18.18%
- Includes confirmation of details sent by post			

## BEREAVEMENT SERVICES

### CEMETERIES

	Charge From 2/1/19	Proposed Charge From 2/1/20	
Use of Kenilworth Cemetery Chapel	110.00	115.00	4.55%
Late arrival(charged after 10mins + for every subsequent 15mins)	140.00	150.00	7.14%
Transfer exclusive right of burial	70.00	80.00	14.29%
Preparing documents for relinquish of grant (new fee)	70.00	80.00	14.29%
Marking out grave (new fee)	45.00	50.00	11.11%
Temporary grave marker (request delegated authority to Head of Service in conjunction with portfolio holder)			
Late deliv of burial paperwork (after 10am,3 working days prior to buria	50.00	55.00	10.00%
Late cancellation of burial (after 10am, 3 working days prior to burial)	180.00	200.00	11.11%
Very Late cancellation of burial-if excavation has already been carried c full cost of interment			
Late notification of coffin size or incorrect coffin size supplied (after 10am, 3 working days prior to burial)	180.00	200.00	11.11%
<b>Personal Delivery of cremated remains to Cemetery</b>		<b>100.00</b>	
<b>* Surcharge of 200% for non-residents on sale of burial rights and interments</b>			

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
<b>INCOME (Net of V.A.T.)</b>				
Burial Rights	132,545	234,700	176,500	187,900
Interments	156,675	170,900	160,000	170,000
Memorials	42,195	39,700	44,200	46,900
Cemeteries - other	6,718	6,300	7,400	8,100
<i>Interments Addit Surcharge (Reserve Item)</i>	7,179	N/A	N/A	N/A
<i>Burial Rights Add Surcharge (Reserve Item,</i>	6,135	N/A	N/A	N/A
<b>Total Cemeteries</b>	<b>331,415</b>	<b>445,300</b>	<b>388,100</b>	<b>412,900</b>
	_____	_____	_____	_____
	_____	_____	_____	_____

## **BEREAVEMENT SERVICES**

	<b>Charge From 2/1/19 £</b>	<b>Proposed Charge From 2/1/20 £</b>	
<b><u>CREMATORIUM</u></b>			
(Free of V.A.T. unless otherwise stated)			
<b><u>CREMATION FEE: (Including use of music system and/or Organ)</u></b>			
Foetal remains and still-born to 1 month ( parent resident in WDC)	No charge	No charge	
Foetal remains and still-born to 1 month (parent NOT resident in WDC)	130.00	135.00	3.85%
Child - aged between 1 month and 16 years ( parent resident in WDC)	No charge	No charge	
Child - aged between 1 month and 16 years (parent not resident in WD	130.00	135.00	3.85%
Person aged 17 years and above	720.00	800.00	11.11%
Person aged 17 years and above - non-resident	720.00	800.00	11.11%
Body Parts	130.00	135.00	3.85%
Additional Service Time - per half hour	125.00	150.00	20.00%
Late arrival	140.00	180.00	28.57%
Communal cremation of foetal remains (PER COFFIN)	130.00	135.00	3.85%
Cremation where there is no service	535.00	555.00	3.74%
Premium on top of cremation fee for Saturday service	180.00	190.00	5.56%
Child - aged between 1 month and 16 years (parent resident in WDC)	No charge	No charge	
Child-aged between 1 month and 16 years (parent NOT resident in WDC)	130.00	135.00	3.85%

### **CASKETS AND CONTAINERS**

Full size caskets (excluding name plate)

Miniature keepsake urns (From)

**Request delegated authority to Head of Service in conjunction with Portfolio Holder**

### **OTHER SERVICES**

Disposal of remains from other Crematoria	78.00	85.00	8.97%
Certified copy of an entry in the Cremation register	11.00	12.00	9.09%
Temporary retention of Cremated Remains (per month) - chargeable from the third month following Cremation service	26.00	27.00	3.85%
Despatch of Cremated Remains by courier	190.00	200.00	5.26%
Duplicate certificate for cremated remains	11.00	12.00	9.09%
Late arrival of paperwork (after 10am, 2 working days prior to cremation)	50.00	55.00	10.00%
Late cancellation of service (after 10am, 2 working days prior to cremation)	180.00	200.00	11.11%

### **BOOK OF REMEMBRANCE (inclusive of VAT)**

2 Line Inscription	100.00	110.00	10.00%
5 Line Inscription	140.00	150.00	7.14%
8 Line Inscription	180.00	200.00	11.11%
Crests, etc.	80.00	85.00	6.25%

### **REMEMBRANCE CARDS (inclusive of VAT)**

With 2 Line Inscription	50.00	55.00	10.00%
With 5 Line Inscription	70.00	75.00	7.14%
With 8 Line Inscription	90.00	100.00	11.11%
Crests, etc.	80.00	85.00	6.25%

## BEREAVEMENT SERVICES

### CREMATORIUM

(Free of V.A.T. unless otherwise stated)

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<b><u>MEMORIAL GARDEN (inclusive of VAT):</u></b>			
Sanctum 2000 Unit	- Supply and 10 year lease including inscription of		
	up to 80 letters	835.00	900.00 7.78%
	- Additional 10 year lease	265.00	300.00 13.21%
	- New plaque ( up to 80 letters)	265.00	325.00 22.64%
	- Inscribed designs A	150.00	180.00 20.00%
	- Inscribed designs B	200.00	225.00 12.50%
	- each additional letter	2.80	3.50 25.00%
	- refurbish existing plaque	145.00	200.00 37.93%
	- 2nd interment -80 letters inscrip	265.00	280.00 5.66%
Refurbished columbaria with new plaque and 10 year lease		630.00	660.00 4.76%
Vase Block and Inscribed relief tablet -Supply and 10 year lease		460.00	500.00 8.70%
	- Additional 10 year lease	140.00	150.00 7.14%
	New plaque (relief)	145.00	155.00 6.90%
	new plaque (gilded)	150.00	160.00 6.67%
	- refurbish existing plaque	Cost + 20%	
Refurbished vase with new plaque and 10 year lease		285.00	310.00 8.77%
Wooden Memorial Benches		1,250.00	1,300.00 4.00%
Granite Memorial Benches (with one plaque)		1,150.00	1,250.00 8.70%
Granite Memorial Bench (with two plaques)		1,250.00	1,350.00 8.00%
Granite Memorial Bench (with three plaques)		1,350.00	1,450.00 7.41%
Plaque on communal memorial bench		300.00	350.00 16.67%
Refurbish memorial bench		Cost + 20%	Cost + 20%
Memorial tree		Cost + 20%	Cost + 20%
Habitat memorial (eg bird or bat box)		120.00	150.00 25.00%
Sustainable plaque scheme		300.00	330.00 10.00%
Any other type of commemoration			
<b>Request delegated authority to Head of Service in conjunction with Portfolio Holder</b>			

## BEREAVEMENT SERVICES

	Actual	Estimate	latest Estimate	Estimate
INCOME (Net of V.A.T.)	2018/19	2019/20	2019/20	2020/21
	£	£	£	£
Cremation	1,329,041	1,346,200	1,374,100	1,482,800
Book of Remembrance & Rememb Cards	18,855	28,500	24,600	26,100
Memorial Garden	11,717	10,500	12,100	12,800
<b>Total Crematorium</b>	<b>1,359,613</b>	<b>1,385,200</b>	<b>1,410,800</b>	<b>1,521,700</b>
<b>Bereavement Services:</b>				
<a href="#">Cemeteries</a>	331,415	445,300	388,100	412,900
<a href="#">Crematorium</a>	1,359,613	1,385,200	1,410,800	1,521,700
<b>Total Bereavement Services</b>	<b>1,691,028</b>	<b>1,830,500</b>	<b>1,798,900</b>	<b>1,934,600</b>

**NEIGHBOURHOOD**  
**PARKING SERVICES**

**LEAMINGTON**

**Linear charges - - 6 minutes for £0.10 still active from minimum vend**

Bedford St, Chandos St, Covent Garden Surface

7 Day a week charges

	Charge From 1/4/19 £	Proposed Charge From 2/1/20 £	
30 minutes	0.50	0.50	0.00%
1 Hour	1.00	1.00	0.00%
2 hours (new minimum charge)	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hour Maximum	4.00	4.00	0.00%
Overnight Charge	1.00	1.50	50.00%

Adelaide Bridge has no overnight charge and free on Sundays

Rosefield St except free on Sundays

30 minutes	0.50	0.50	0.00%
1 Hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hours	4.00	4.00	0.00%
4.5 to all day	4.50	5.00	11.11%
Overnight Charge	1.00	1.50	50.00%

**Linear charges -old town - 12minutes for £0.10**

(Bath Place, Court St, Packington Place car parks, free on Sundays)

30 minutes	0.30	0.30	0.00%
1 Hour	0.50	0.50	0.00%
2 hours	1.00	1.00	0.00%
3 hours	1.50	1.50	0.00%
4 hours	2.00	2.00	0.00%
24 hours	4.50	4.50	0.00%
Overnight Charge	1.00	1.50	50.00%
Sundays	Free	Free	

**Multi-storey: Royal Priors**

up to 3 hours	2.00	2.00	0.00%
3 to 4 hours	3.50	3.50	0.00%
4 to 6 hours	5.50	5.50	0.00%
15-24 hours	8.00	8.00	0.00%
Sundays	1.20	1.20	0.00%

## **PARKING SERVICES**

	<b>Charge From 1/4/19 £</b>	<b>Proposed Charge From 2/1/20 £</b>	
<b>Linear charges - Pay on foot</b>			
<b>Pay on Foot:</b> Covent Garden multi-storey car park - 7 days a week charging			
30 minutes	0.50	0.50	0.00%
1 Hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
All day charge	3.00	3.00	0.00%
Overnight Charge	1.00	1.50	50.00%
Linear charges - Pay on foot - 30 minutes for £0.50			
<b>Pay on Foot:</b> St. Peter's multi-storey car park - 7 days a week charging			
30 minutes	0.50	0.50	0.00%
1 hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hours	4.50	4.50	0.00%
4.5 to 24 hours	4.50	5.00	11.11%
Overnight Charge 6pm until 8am	1.00	1.50	50.00%
Station Approach (Lower Road)			
30 minutes	0.30	0.30	0.00%
1 Hour	0.50	0.50	0.00%
2 hours	1.00	1.00	0.00%
3 hours	1.50	1.50	0.00%
4 hours	2.00	2.00	0.00%
4.5 to all day	4.50	4.50	0.00%
Overnight Charge	1.00	1.50	50.00%

## PARKING SERVICES

	Charge From 1/4/19 £	Proposed Charge From 2/1/20 £	
<b><u>KENILWORTH</u></b>			
<b>Linear charges - Kenilworth - was 12minutes for £0.10 now 10minutes for 10p</b>			
<b>Abbey End &amp; Square West car parks - Free on Sundays</b>			
30 minutes	0.30	0.40	33.33%
1 Hour	0.60	0.80	33.33%
2 hours	1.20	1.50	25.00%
3 hours	1.80	2.00	11.11%
4 hours	2.40	2.50	4.17%
All day	4.00	4.50	12.50%
Overnight Charge 6pm to 8am	1.00	1.50	50.00%
Sundays	Free	Free	
<b>ABBEY FIELDS (Linear Charge was 12 minutes for 10p now 10minutes for 10p) Free on Sundays</b>			
Up to 2 hours	Free		
3 hours	1.80	2.00	11.11%
4 hours	2.40	2.50	4.17%
All day	4.00	4.50	12.50%
Overnight Charge 6pm to 8am	1.00	1.50	50.00%
Sundays	Free	Free	
<b><u>WARWICK</u></b>			
<b>St. Nicholas Park: (Charges apply 8am - 6pm)</b>			
<b>Linear charges: 6 minutes for £0.10</b>			
30 minutes	0.50	0.50	0.00%
1 hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4.5 hours	4.00	4.00	0.00%
4.5 to 24 hours	4.50	5.00	11.11%
<b>Castle Lane, The Butts, Priory Road and West Rock</b>			
<b>Linear Charges: 6 minutes for £0.10</b>			
30 minutes	0.50	0.50	0.00%
1 hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hours	4.00	4.00	0.00%
4.5 to 24 hours	4.50	5.00	11.11%
<b>Linen Street, West Rock, West Gate, New Street, The Butts, Priory Road, Castle Lane car parks:</b>			
Overnight charges (6pm - 8 am)	1.00	1.50	50.00%

## **PARKING SERVICES**

	<b>Charge From 1/4/19 £</b>	<b>Proposed Charge From 2/1/20 £</b>	
<b>SHORT STAY: Linen Street</b>			
<b>Linear charges: 6 minutes for £0.10</b>			
30 minutes	0.50	0.50	0.00%
1 hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hours	4.00	4.00	0.00%
4.50 to 24 hours	4.50	5.00	11.11%
Overnight charges (6pm - 8 am)	1.00	1.50	50.00%
<b>LIMITED STAY (up to 3 hours): New Street / Westgate</b>			
<b>Linear charges - - 6 minutes for £0.10</b>			
30 minutes	0.50	0.50	0.00%
1 hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hours	4.00	4.00	0.00%
Overnight charges (6pm - 8 am)	1.00	1.50	50.00%
<b>St. Mary's Lands Area 2</b>			
30 minutes	0.50	0.50	0.00%
24 hours	1.00	1.00	0.00%
Overnight Charge	1.00	1.50	50.00%
<b>ST. MARY'S LANDS - Area 3</b>			
2 hours	Free	Free	0.00%
3 hours	2.00	2.00	0.00%
3 to 4 hours	3.00	3.00	0.00%
<b>ST. MARY'S LANDS - Area 4</b>			
30 minutes	0.50	0.50	0.00%
1 hours	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hours	4.00	4.00	0.00%
All day -	4.50	4.50	0.00%
Overnight Charge	1.00	1.50	50.00%
<b>MYTON FIELDS PICNIC AREA</b>			
up to 4 hours	3.00	3.00	0.00%
All day	4.50	4.50	0.00%
Overnight charges (6pm - 8 am)	1.00	NA	0.00%
<b>Barrack Street</b>			
1 hours	0.70	0.70	0.00%
2 hours	1.20	1.20	0.00%
3 hours	2.00	2.00	0.00%
4 hours	2.80	2.80	0.00%
All day -	4.00	4.00	0.00%
<b>COACHES</b>			
- Designated Car Parks only	5.00	5.00	0.00%

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<b><u>PENALTY CHARGE NOTICES</u></b> (Exempt from V.A.T.)			
<b>(Set by Central Government)</b>			
Higher Rate (50% disc if paid in 14 days)	70.00	70.00	0.00%
Lower Rate (50% disc if paid in 14 days)	50.00	50.00	0.00%
<b><u>SEASON TICKETS</u></b> (One vehicle registration per ticket)			
Charges exclude V.A.T. which should be added at the prevailing rate			
<b><u>Leamington Spa, Warwick &amp; Kenilworth</u></b>			
Long Stay ONLY (Excluding Pay on Foot Car Parks)			
- Per Annum	656.25	675.83	2.98%
- Per Month	67.50	69.50	2.96%
<b><u>Leamington Spa Restricted Locations</u></b>			
St. Peter's Pay on Foot (200 spaces only)			
- Per Annum	506.25	521.67	3.05%
- Per Month	60.00	62.00	3.33%
<b><u>Leamington Spa Restricted Locations</u></b>			
Covent Garden Pay on Foot (200 spaces only)			
- Per Annum	275.00	283.25	3.00%
- Per Month	40.00	41.25	3.13%
Royal Priors Multi Storey (50 spaces only)			
-Per Month	106.67	106.67	0.00%
Adelaide Road (20 passes only)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%
Rosefield Street (20 spaces only)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%
<b><u>Leamington Spa Old Town (Packington Place, Court St &amp; Bath Place)</u></b>			
- Per Annum	425.00	425.00	0.00%
- Per Month	60.00	60.00	0.00%
<b>Leamington Spa -Riverside House)</b>			
- Per Annum	91.67	91.67	0.00%
- Per Month	13.33	13.33	0.00%
<b><u>Warwick Restricted Location Car Parks</u></b>			
St. Nicholas Park, Warwick (100 spaces only)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%
West Rock (40 spaces only)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%
St Mary's Lands Area 2 (150 spaces)			
- Per Annum	91.67	91.67	0.00%
- Per Month	13.33	13.33	0.00%
St Mary's Lands Area 4 (60 spaces)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%

**NEIGHBOURHOOD  
PARKING SERVICES**

	<b>Charge From 2/1/19 £</b>	<b>Proposed Charge From 2/1/20 £</b>	
<b><u>SEASON TICKETS</u></b>			
Linen Street Multi Storey (100 spaces)			
- Per Annum	506.25	521.50	3.01%
- Per Month	60.00	62.00	3.33%
Priory Road, Warwick (10 spaces only)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%
<b><u>Kenilworth Restricted Location Car Parks</u></b>			
Square West (75 spaces only)			
- Per Annum	366.67	378.00	3.09%
- Per Month	53.33	55.00	3.13%
Abbey End (50 spaces only)			
- Per Annum	366.67	378.00	3.09%
- Per Month	53.33	55.00	3.13%
Abbey Fields (50 spaces only)			
- Per Annum	366.67	378.00	3.09%
- Per Month	53.33	55.00	3.13%
-resident 12 month permit	25.00	25.75	3.00%
<b><u>Overnight Parking Permits</u> -Park specific (Available for car parks -excludes Royal Priors/Myton Fields/The Brays)</b>			
- Overnight Parking: 6 pm to 9am only	41.66	41.66	0.00%
Administration charge for Season Ticket Amend / Refunds	6.00	6.00	0.00%
<b>Release of vehicles from Multi-Storey car parks</b>	50.00	50.00	0.00%
<b>Special Event Charge</b>	6.00	6.00	0.00%
<b>Skips and Scaffolds on car parks:</b>			
per day	50.00	50.00	0.00%
per week	200.00	200.00	0.00%

**Disabled Drivers**

Vehicles displaying a valid 'Blue' Disabled Persons badge may park free of charge on any of the Council's Pay and Display car parks. Car Park Regulations and Orders apply. Those parking in pay on foot car parks will need to have their ticket endorsed by the inspector.

All of the above charges are inclusive of V.A.T. unless otherwise stated

**NEIGHBOURHOOD**  
**PARKING SERVICES**

<b>Income Summary:</b> (Net of V.A.T.)	<b>Actual</b> <b>2018/19</b> <b>£</b>	<b>Estimate</b> <b>2019/20</b> <b>£</b>	<b>latest</b> <b>Estimate</b> <b>2019/20</b> <b>£</b>	<b>Estimate</b> <b>2020/21</b> <b>£</b>
Car Parking Charges	2,770,600	2,789,700	2,776,000	2,963,000
Season Tickets	274,300	275,400	250,000	257,500
Excess Charges	138,000	107,000	146,000	150,000
Other Income	36,300	48,000	48,000	48,000
<b>Total Income</b>	<b>3,219,200</b>	<b>3,220,100</b>	<b>3,220,000</b>	<b>3,418,500</b>
<b>Contribution to parking reserve</b>			<b>100,000</b>	

## NEIGHBOURHOOD

### WASTE COLLECTION

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<b><u>REFUSE COLLECTION:</u></b>			
(V.A.T. not applicable)			
Standard wheeled bin (grey and green)	25.00	25.00	0.00%
Recycling box and lid	5.00	5.00	0.00%
Recycling box lid only	1.50	1.50	0.00%
Recycling bag	2.50	2.50	0.00%
Food caddy	0.00	0.00	0.00%
Delivery charge	5.00	5.00	0.00%
 Bulk Bin 660litre	 250.00	 250.00	 0.00%
Bulk Bin 900litre	275.00	275.00	0.00%
Bulk Bin 1100litre	275.00	275.00	0.00%

#### **Replacement waste container charge - waiver**

Any resident who informs the council that they are unable to pay for receptacles, and who are eligible for the Council Tax Reduction Scheme, may have the charges waived (w.e.f. October 2017)

#### **Bulky Refuse Tickets:**

Collection of 1 item	35.00	35.00	0.00%
Collection of 2 items	35.00	35.00	0.00%
Collection of 3 items	35.00	35.00	0.00%
Collection of 4 items	45.00	45.00	0.00%
Collection of 5 items	45.00	45.00	0.00%

- Senior Citizens / Persons in receipt of Income Support or  
addition to state pension and Registered Disabled Persons

Collection of 1 item	17.00	17.00	0.00%
Collection of 2 items	20.00	20.00	0.00%
Collection of 3 items	23.00	23.00	0.00%
Collection of 4 items	26.00	26.00	0.00%
Collection of 5 items	31.00	31.00	0.00%

<b>Income Summary:</b> (Net of V.A.T.)	<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>latest Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
Additional Bins/Bags etc	63,040	88,000	88,000	90,800
Bulky Refuse Tickets	103,301	58,000	58,000	60,000
 <b>Total Refuse Collection</b>	 <b>166,341</b>	 <b>146,000</b>	 <b>146,000</b>	 <b>150,800</b>

**NEIGHBOURHOOD**  
**WASTE COLLECTION**

<b>Fixed Penalty Notices</b>	<b>Legislation</b>	<b>Fixed Penalty</b>	<b>Maximum</b>	<b>Discount</b>
<b>Depositing Litter</b> -	S87/88 Env Protection Act (EPA) 1990	£80	£2,500	£50
<b>Graffiti &amp; fly-posting</b> -	S3-47 Anti-Soc Behaviour Act 2003	£80	£2,500	£50
<b>Failure to Furnish documentation - (Waste Carriers Licence)</b>	s5B(2) Control of Pollution(Amend) Act 1989	£300	£5,000	none
<b>Failure to Produce authority (Waste Transfer Notes)</b>	S34A(2) EPA 1990	£300	£5,000	none
<b>Failure to comply with Waste Receptacle Notice</b>	S46 & S47 EPA 1990	£100	£1,000	£60
<b>Community Protection Notices</b> -	S52 ASB Crime& Policing  Act 2014	£100  14 days to pay body	£2,500  unlimited in case of a body	£75  if paid in 10 days
<b>Fly-Tipping</b> -	Unauthorised deposit of Waste(Fixed Penalties) Regulations 2016	£400	unlimited	£300

## HOUSING REVENUE ACCOUNT

	Charge From 2/1/19 £	Proposed Charge From 2020 £	
<b><u>WARWICK RESPONSE</u></b>			
WDC tenants living in designated or sheltered schemes VAT exempt			
Disabled tenants VAT zero rated			
All other customers should have VAT added to their charges at the prevailing rate.			
Weekly charges			
Monitoring Service only	1.85	1.85	0.00%
Monitoring Service and Equipment Rental	3.70	3.65	-1.35%
Discretionary services (New Tenants only):			
Supply and Install Lifeline	Cost + £50	Cost + £50	
Supply and Install Keysafe	Cost + £35	Cost + £35	
Moving Lifeline (i.e. to a different room)	35.00	35.00	
Service call out (faults) *	35.00	35.00	
per hour			
Replacement batteries *	Cost + £35	Cost + £35	
Replace lost cables *	Cost + £35	Cost + £35	
Replace pendant *			
program / post	Cost + £22	Cost + £22	
program / deliver	Cost + £35	Cost + £35	
Replace Lifeline	Cost + £35	Cost + £35	
* Charge will be made once the product's warranty expires			
<b><u>Lifeline Services Equipment and Products:</u></b>			
<u>Lifeline Vi and My Amie pendant</u>			
posted	125.00	NA	
installed	150.00	NA	
<u>My Ami</u>			
posted	60.00	60.00	0.00%
installed	75.00	85.00	13.33%
<u>Neck Cord</u>			
posted	3.00	5.00	66.67%
<u>Thin wrist strap</u>			
posted	3.00	5.00	66.67%
<u>Thick wrist strap</u>			
posted	3.00	5.00	66.67%
<u>Easy press adapter</u>			
installed	30.00	30.00	0.00%
posted	15.00	10.00	-33.33%
<u>Belt clip</u>			
posted	3.00	5.00	66.67%
<u>Key ring</u>			
posted	3.00	5.00	66.67%
<u>Minuet watch</u>			
posted	95.00	95.00	0.00%
installed	125.00	110.00	-12.00%

## HOUSING REVENUE ACCOUNT

	Charge From 2/1/19 £	Charge From 2/1/20 £	
<b><u>Lifeline Services Equipment and Products:</u></b>			
<u>Ivi Intelligent Pendant Fall detector</u>			
posted	95.00	NA	
installed	130.00	NA	
<u>Cair pendant</u>			
posted	50.00	NA	
installed	70.00	70.00	0.00%
<u>Cair brooch adapter</u>			
posted	3.00	5.00	66.67%
<u>Cair clip adapter</u>			
posted	3.00	5.00	66.67%
<u>Cair wrist strap</u>			
posted	12.00	12.00	0.00%
<u>Cair neck chain</u>			
posted	12.00	12.00	0.00%
Footprint configured and posted			Price per week (rental option only)
	4.95	4.95	
<u>Bogus caller/panic button</u>			
posted	55.00	55.00	0.00%
installed	80.00	80.00	0.00%
<u>Supra Keysafe</u>			
install only	95.00	95.00	0.00%
<u>Keyguard XL keysafe</u>			
install only (WDC tenant)	50.00	45.00	-10.00%
install only (private client)	70.00	65.00	-7.14%
<u>Pivotell medication dispenser</u>			
posted	210.00	210.00	0.00%
installed	235.00	235.00	0.00%
<u>Smoke detector</u>			
installed with Lifeline only	50.00	50.00	0.00%
 <u>Guest room</u>			
Guest/Relatives of residents - per night	10.00	10.00	0.00%
Homelessness - per night	15.00	15.00	0.00%

<b>Actual 2018/19 £</b>	<b>Estimate 2019/20 £</b>	<b>Estimate 2019/20 £</b>	<b>Estimate 2020/21 £</b>
<u>433,996</u>	<u>433,700</u>	<u>433,700</u>	<u>453,700</u>

# Executive

Excerpt of the Minutes of the meeting held on Thursday 3 October 2019 at the Town Hall, Royal Leamington Spa, at 6.00pm.

**Present:** Councillors Cooke, Day, Falp, Hales and Matecki.

**Also present:** Councillors: Nicholls (Chairman of the Finance & Audit Scrutiny Committee); Davison (Chair of the Overview & Scrutiny Committee); Boad (Liberal Democrat Group Observer); and Cullinan (Labour Group Observer).

Apologies for absence were received from Councillors Grainger, Norris and Rhead.

## 48. **Declarations of Interest**

There were no declarations of interest made in relation to the items in this excerpt.

### **Part 1**

(Items for which a decision by the Council was required)

## 49. **Fees and Charges 2020/21**

The Executive considered a report from Finance detailing the proposals for discretionary Fees and Charges in respect of the 2020 calendar year. It also showed the latest Fees and Charges 2019/20 income budgets, initial 2020/21 and the actual out-turn for 2018/19.

The Council was required to update its Fees and Charges in order that the impact of any changes could be fed into the setting of the budget for 2020/21. Discretionary Fees and Charges for the forthcoming calendar year had to be approved by Council.

In the current financial climate, it was important that the Council carefully monitored its income, eliminated deficits on service specific provisions where possible and therefore minimised the forecast future General Fund revenue deficit.

Some additional fees had been created to generate additional income for the service areas concerned and others in response to new legislation. (Animal Welfare – boarding, pet shops, hiring of horses), Bowls (Commonwealth Games related). These were highlighted in Appendix A to the report and also in paragraphs 11.4, 12.4, 12.5 and 13.1 of the report. Other charges had been deleted due to legislation changes or changes in the way the service was provided. A 2% increase in Fees and Charges income had been allowed for in the Medium Term Financial Strategy (MTFS). Budget Managers had been tasked with seeking to achieve additional income of 3%.

The Regulatory Manager had to ensure that licensing fees reflected the current legislation. The fees charged should only reflect the amount of

officer time and associated costs needed to administer them. New fees were also being proposed to cover new responsibilities.

Bereavement – new cremation fees were proposed to meet potential new or differing customer requirements.

Land Charges and Building Control fees were ring fenced accounts: Income levels for Land Charges had reduced due to the transfer of the LLC1 fee to the Land Registry Service. There had been a corresponding fall in staffing costs and payments to WCC to reflect this. Income and expenditure were carefully monitored to avoid creating a large surplus (or deficit) on the Land Charges Control Account, which should break even. Building Control was subject to competition from the private sector and had to set charges that were competitive with this market.

Management of the Council's Leisure Centres was now by Everyone Active. The contract definition stated that 'The Contractor shall review the (following) core products and prices each year and submit any proposed changes to the Authority for approval (the "Fees and Charges Report")'. Everyone Active were expected to request an increase on some of these prices in line with the Retail Prices Index (RPI). The current prices for the core products and prices were shown at Appendix B to the report. Previously, when the leisure centres were operated by the Council, most years the charges were increased by around RPI. It was recommended that, provided the changes proposed by Everyone Active to the core products and prices were within the September RPI, that the Heads of Culture and Finance, in consultation with the relevant portfolio holders, could accept the changes. In reviewing the proposed increases, officers would consider previous years increases to avoid automatic year on year increases in prices.

Not all of the new parking locations that were being opened for the proposed closure of Covent Garden car park had come into operation, due to the delay in the closure of Covent Garden (although extra spaces had been created at Court Street, Bedford Street and Chandos Street). However, Riverside House had been open at weekends to provide additional parking for the town. Consideration was being given to the introduction of free parking for electric vehicles in council car parks. This would be subject to a future report to the Executive, which should include details of how this would be funded.

In terms of alternatives, the various options affecting individual charges were outlined in the main body of the report, at Sections 8 to 16. Fees and Charges for 2020/21 remained static i.e. remained at the same level as for 2019/20, which would increase the savings to be found over the next five years unless additional activity could be generated to offset this.

The Finance & Audit Scrutiny Committee noted that Everyone Active had 18 core prices on which they had held the price of seven last year and had informally indicated that four of these would be held again this year. It

was also noted that officers would seek a contract amendment with Everyone Active, so that the proposed fees could be considered earlier.

The Overview & Scrutiny Committee did not scrutinise the report, other than the pest control charges in Appendix A to the report (page 39). The Committee asked the Portfolio Holder to confirm that the charging reductions applied for mice infestation would also apply to the new charge for rat infestation.

If this was not the case, the Committee formally recommended to the Executive that the reductions should be applied. The Executive were required to vote on this if the charging reductions did not apply because it then formed a recommendation to them.

However, after the meeting of the Overview & Scrutiny Committee, officers explained to Members that the reductions applied for mice infestation would also apply for rat infestations. As a result, the Overview & Scrutiny Committee withdrew its recommendation to the Executive.

Councillor Hales proposed the report as laid out.

**Recommended** to Council that

- (1) the Fees and Charges proposals set out in Appendix A to the report, to operate from 2 January 2020 unless stated otherwise, be approved; and
- (2) provided the changes proposed by Everyone Active to the core products and prices from January 2020 are within the September RPI, authority be delegated to the Heads of Culture and Finance, in consultation with the relevant portfolio holders (Cllrs Grainger and Hales), to accept the changes.

(The Portfolio Holder for this item was Councillor Hales)  
Forward Plan Reference 1,046

50. **Public and Press**

**Resolved** that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following item by reason of the likely disclosure of exempt information within the paragraph of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

Minute Nos.	Para Nos.	Reason
60	3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)

The item below was considered in confidential session and the full details of these were included in the confidential minutes of this meeting.

### **Part 1**

(Items for which a decision by the Council was required)

#### **60. Affordable housing purchase – Spring Lane, Radford Semele**

The Executive considered a confidential report from Housing recommending that the Council purchased 26 affordable homes on the Local Plan-allocated site at Spring Lane in Radford Semele for retention as Housing Revenue Account assets.

The Finance & Audit Committee noted the report and that the scheme was self-funding.

For the sake of clarity, the Committee requested a report at its next meeting to confirm the number of new Council houses, purchased or constructed since 2015, the cost of these and the money available within the HRA budget for such projects. The report should also detail the number of house types (i.e. social, affordable, or shared ownership) within each scheme.

The Finance & Audit Scrutiny Committee also took the opportunity to thank Mr Bruno for his work with the Council and wished him well for the future.

The Overview & Scrutiny Committee supported the recommendations in the report and recommended that the Council determined the costs involved to improve the EPC energy rating to category A. The Executive were required to vote on this because it formed a recommendation to them.

Members thanked the Scrutiny Committees for their comments and accepted the recommendation from the Overview & Scrutiny Committee.

The recommendations in the report were approved for consideration by Council on 20 November 2019.

(The Portfolio Holder for this item was Councillor Matecki)  
Forward Plan Reference 1,066

(The meeting ended at 7.21pm)