



Portfolio Holder Report

The portfolio holder will make a decision on this item after seven days have elapsed (including the date of publication).

Report of:	Portfolio Holder	Date of publication
Michael Ryan, Corporate Director of People and Places and Philippa Davies, Corporate Director of Resources	Cllr Alan Vincent, Resources Portfolio Holder, Cllr Peter Murphy, Planning and Economic Development Portfolio Holder, Cllr Roger Berry, Neighbourhood Services and Community Safety Portfolio Holder, Cllr Lynne Bowen, Leisure and Culture Portfolio Holder, Cllr David Henderson, Street Scene and Parks and Open Spaces Portfolio Holder, Cllr Vivien Taylor, Health and Community Engagement Portfolio Holder.	23 December 2015

REVIEW OF FEES AND CHARGES 2016/17

1. Purpose of report

- 1.1 To confirm the proposed fees and charges for the 2016/17 financial year and those being implemented with immediate effect thereby impacting on 2015/16.

2. Outcomes

- 2.1 Increase in income generation to support the Council's Budget.
- 2.2 Continual improvement of service provision.

3. Recommendation/s

- 3.1 That the proposed fees and charges, as set out in Appendix 1, for the financial year 2016/17 be approved.
- 3.2 That the increased fee for the Bronze Vase and Holder (Paragraph 5.2.2) be implemented with immediate effect.

- 3.3** That the revised fees for advice in relation to the application of the Flood Risk Sequential Test (Paragraph 5.4.1) be implemented with immediate effect.

4. Background

- 4.1** The Cabinet last formally considered its charging policy, as part of the Medium Term Financial Plan, at its meeting on 9 September 2015.
- 4.2** In September 1999 the Audit Commission published “The Price Is Right” which advised Councils to focus attention on charges and addresses the following issues:
- Establish clear principles for charging;
 - Integrating charging into service management and forge links with corporate objectives;
 - Set clear objectives and targets to qualify success in charging;
 - Build an understanding of users and markets;
 - Improve decision making by taking into account the likely impact of changes to charges; and
 - Innovate via imaginative use of charging structures.
- 4.3** In January 2008, the Audit Commission published a further report entitled “Positively Charged”, which identified how different councils’ use their powers to charge for services and draws conclusions that support their earlier publication in that:
- Charging for local services makes a significant contribution to council finances and for district councils charges make the greatest contribution to service delivery;
 - Councils use charges to influence individuals’ choices and to bring benefits to local communities. Charges can be set to encourage or discourage people to use services and through concessions to pursue local objectives; and
 - Councils need to understand better the likely impact of charges on users and on patterns of service use.
- 4.4** The report recommends, amongst other things, that where there is a subsidy to provide a service, this is transparent as part of the decision making process; that service managers should be aware of both users and non-users of the service being charged for; to engage services users and taxpayers more in decisions about charging levels and that there should be regular debate on charges and charging policy.
- 4.5** A new briefing entitled ‘Income from Charging’ was issued by the Audit Commission in September 2013 which used data from the value for money profiles and presented a high level analysis of councils’ income from charging and the contribution it makes to service spending and allowed comparisons to other councils of the same type and changes over time. The data was the subject of a value for money review undertaken as part of the Overview and Scrutiny work programme and was considered at the meeting 15 December 2014.

- 4.6** The level of income generated by fees and charges, and in particular projected increases which the Council can influence, forms a key part of the Council's financial planning and is therefore reflected in the Medium Term Financial Plan.

5. Key issues and proposals

5.1 Health and Community Engagement Portfolio

The new Health and Community Engagement Portfolio includes income from Pest Control, Food Safety Services and Private Water Supplies.

5.1.1 Pest Control

An increase of £2 from £38 to £40 is proposed for the control of rodents in domestic premises with the introduction of a 10% discount for households in receipt of Housing Benefit or Council tax discount. The charge for near neighbours (5 doors either side) is also increasing by £2 from £28 to £30. There are no other increases proposed taking into account the results of a benchmarking exercise conducted in September 2015. Businesses will be able to buy commercial fly catching equipment, with stock being purchased on receipt of orders and a charge of £10 will be introduced for testing UV Fly killers at commercial premises. The benefit to public health of operating the pest control service at a slight subsidy is acknowledged with the subsidy excluding support service costs for 2014/15 being £4,738, a reduction of £5,287 compared to 2013/14.

5.1.2 Food Safety Services

The 'Foundation Certificate in Food Hygiene' course which was classroom based will no longer be offered as people now complete on-line courses. No change is proposed for all other fees.

5.1.3 Contaminated Land

It is proposed to increase the fee for contaminated land enquiries from £47 to £60 which is more comparable to other Local Authorities that charge for such enquiries.

5.2 Leisure and Culture Portfolio

The main venues within the Leisure and Culture portfolio that generate substantial levels of fee income are the Marine Hall, Thornton Little Theatre and Cemeteries. This portfolio also includes fee income from outside sports facilities.

5.2.1 Marine Hall and Thornton Little Theatre

It is proposed to maintain the majority of fees at current levels for Thornton Little Theatre and the Marine Hall with a view to encouraging increased use thereby reducing the Council's subsidy. The subsidy for prior years for both venues (excluding notional charges) can be seen in the following table.

	Subsidy 2014/15 £	Subsidy 2013/14 £	Improved Financial Position £
Thornton Little Theatre	63,949	87,683	23,734
Marine Hall	255,435	299,588	44,153
Total	319,384	387,271	67,887

The fixed fee for a wedding will be replaced with banded fees dependant on the number of people attending, to ensure the price fully reflects the service provided. A 20% discount for weddings held at the Marine Hall on Monday to Thursday will be offered to attract more mid-week weddings. It is proposed to charge an hourly rate when half the Studio Room at Thornton Little Theatre and the Waterfront Room or the Wyre Bar at Marine Hall are used as dressing rooms. Several new miscellaneous charges are being introduced at the Marine Hall together with an increase in the hourly rate for the hire of additional stage crew. The carpet bowls fee will be deleted as this service ceased several years ago.

5.2.2 Cemeteries

It is suggested that the majority of fees be increased by approximately 1% having considered the fees charged by neighbouring authorities. It is proposed to increase the charge for the Bronze Vase and Holder immediately due to increased supplier costs.

There is no increase proposed for Mushroom plaques, bench plaques, benches, sundial plaques, baby garden plaques, small white metal urns and oak crematoria caskets to encourage further sales and remain competitive. It is proposed to keep fees constant for the Fleetwood and Poulton Columbarium and use of the cemetery chapel at Poulton to encourage future use. The Genealogical Family tree grave search has now been removed due to the introduction of 'Deceased Online'. The cemetery service in 2014/15 generated a small surplus of £32,543 after many years of the service failing to achieve a break even position.

5.2.3 Leisure Development

No increases are proposed this year as the majority of fees were increased by between 3% and 4% last year.

5.2.4 Marsh Mill

No increases are proposed to the minimal fees currently being levied.

5.2.5 Visit Wyre

No increase is proposed to the charge for the use of the Visit Wyre Bus to encourage use, it was hired out 9 times in 2014/15.

It is proposed to delete the charges for advertising entries within the Wyre Visitor Guide which was agreed by the Leisure and Culture Portfolio Holder in July 2014. It was found that the amount of officer time taken to raise the income through selling advertising space was cost prohibitive.

5.3 Neighbourhood Services and Community Safety Portfolio Holder

The main service within the Neighbourhood Services and Community Safety portfolio that generates a substantial level of fee income is car parking. This portfolio also includes income from Licencing and Renovation Grants.

5.3.1 Car Parking

Cabinet at their meeting 9th April 2014 agreed the adoption of the Car Parking Strategy 2014-19 and in particular 'that in order to fully assess the impacts of the new arrangements with Booths and to support local businesses, all parking charges be frozen at their current rates until a full assessment of the impact could be made.' A review of car parking charges incorporating residents passes is likely to commence following the new Poulton Booths store opening in November 2015.

5.3.2 Licencing

Amendments to fees and charges for licensing are the responsibility of the Licensing Committee and will be considered later this year.

5.3.3 Housing

No increase is proposed to fees which are usually increased in line with the September Consumer Price Index (CPI) because the CPI fell by 0.1% in the year to September 2015. The charge for the Handyperson service will remain at £10 to encourage continued use of the service with an ageing population.

5.4 Planning and Economic Development Portfolio

The three main service areas within the Planning and Economic Development Portfolio that generate substantial levels of fee income are Planning, Building Control and Fleetwood Market.

The majority of the Building Control Fees are set in accordance with the Building Regulations Act 2010 allowing authorities to fix their own charges based on full cost recovery. The Head of Built Environment has the delegated authority to amend these fees as necessary. Similarly, all tenancy matters, including market rents are delegated to the Head of Built Environment. The fees for submitting planning applications required by Legislation are set nationally and there is no current indication that the statutory fees which came into force 6 April 2014 will change in the near future.

5.4.1 Development Control

The majority of discretionary income relates to pre-application discussions fees which were introduced from April 2014 and no increase is proposed. The new charge for policy advice in relation to the application of the Flood Risk Sequential Test was introduced this year having been agreed by the Economy Portfolio Holder 9 April 2015. The fees have been found not to adequately reflect the amount of officer time spent on providing this advice in an initial request and an increase is therefore proposed with immediate effect.

5.4.2 Building Control

No increases are proposed to ensure compliance with the Building Regulations Act 2010 which requires recovery of costs.

5.4.3 Markets

Indoor market rents are reviewed every three years and delegated to the Head of Built Environment. It is proposed that the outdoor market fees at Fleetwood and Poulton remain unchanged recognising the difficult economic climate. It is proposed to introduce a £5 fee for the daily hire of a gazebo at Fleetwood Market for outside traders who do not own their own.

5.4.4 Estates

It is proposed to introduce new charges for the use of land licence agreements and call outs for commercial events, funfairs and circuses.

5.4.5 Garstang Business Centre

Fees will be retained at the current level pending the exploration of development options.

5.4.6 Wyred Up

Charges were introduced from January 2015 for membership of the Wyred Up service as agreed by Portfolio Holder 18 December 2014 and it is not proposed to increase these at this stage. It is proposed to amend the description for the Wyre Expo event, however, to Wyre Expo event (Non-Wyre Business) as all Wyre based businesses have been encouraged to become members of Wyred Up for £40 which includes the Expo event. It is proposed to increase the Wyre Expo event (Non-Wyre Business) charge from £35-£55 to £80-£100.

5.5 Resources Portfolio

5.5.1 Legal Fees

The authority to determine charges for the recovery of legal costs is delegated to the Corporate Director of Resources. No increase is proposed to fees which are usually increased in line with the September CPI because the CPI fell by 0.1% in the year to September 2015.

5.5.2 Land Charges

The determination of fees and charges for Local Land charges is delegated to the Corporate Director of Resources. The Council is required to ensure that over a three year period, the total income from charges does not exceed the total costs of granting access to property records. Any required changes will be effective from 1st April 2016.

5.5.3 Civic Centre Room Hire

It is proposed to maintain fees at the current levels with the aim of increasing the number of bookings as during the past three years the budgeted level of income has not been achieved. The fee for civil ceremonies is now inclusive of VAT as per recent VAT guidance.

5.5.4 Street Naming and Numbering

It is proposed to maintain fees at the current level as they continue to be representative of the administration involved.

5.6 Street Scene and Parks and Open Spaces Portfolio

The main services within the Street Scene portfolio are public conveniences, the dog warden service, bulky domestic waste, countryside, parks and outdoor amenity charges.

5.6.1 Public Conveniences

The Council currently charges 20p and it is felt that this is a fair rate for the use of the facilities and comparable with other Local Authorities who apply a fee.

5.6.2 Dog Welfare

No increase is proposed to fees which are usually increased in line with the September CPI because the CPI fell by 0.1% in the year to September 2015. A tender process for dog kennelling is currently being undertaken but was delayed due to a change in ownership of the Council's current provider. A review of fees will follow the letting of the new contract.

5.6.3 Domestic Refuse – Bulky Items

No increase is proposed to the current fee of £18 in order to encourage use of the service. The current subsidy of one third discount to recipients of certain benefits is to be reviewed in early 2016/17. The service is currently subsidised by the council with the value of this subsidy in 2014/15 being £16,262.

5.6.4 Provision of Standard Suite of Waste Recycling Containers-New Properties

It is proposed to maintain the delivery/administration fee at £47 and introduce a new fee for the provision of a non-standard container at cost plus a 10% administration fee.

5.6.5 Street Cleansing

It is proposed to introduce a new fee for the recovery of collection and disposal costs of fly tipping incidents at cost plus a 10% administration fee.

5.6.6 Countryside

Fees were increased in January 2015 and no increase is proposed given the current low level of inflation.

5.6.7 Wyre Estuary Country Park/ Fleetwood Memorial Park/ Rossall Point

It is proposed to maintain fees at the current level. The increase of £10 introduced with effect from 1 April 2015 at the Wyre Estuary Country Park Riverside room appears to have had a negative impact on bookings this year with income received to date being £160 compared to annual income in 2014/15 of £1,020 although this may be due to the café facility not being in operation from September 2014.

5.6.8 Outdoor Amenity Charges

A review of bowling has been undertaken and consultation with bowling clubs is currently ongoing. Any changes to fees and charges from the outcome of these discussions will be proposed in a future Portfolio Holder report. Minor increases are proposed to the charges for pitch and putt with no increases proposed to crazy golf charges.

5.7 **Overview and Scrutiny**

Initial proposals for amendments or increases to fees and charges have been reviewed and discussed by the Overview and Scrutiny Committee at their meeting 7 December with their recommendations being reported to Management Board on 16 December 2015 and amendments, where appropriate, being reflected within this report.

Delegated functions

- 6.1 The matters referred to in this report are considered under the following executive function delegated to each Portfolio Holder (as set out in Part 3 of the Council's Constitution): " To determine charges or fees for any relevant services operated within the Portfolio"

Financial and legal implications	
Finance	The financial implications of the fees and charges will be reflected in the Revenue Estimates which will be considered by Cabinet at their meeting 17 February 2016.
Legal	There are no significant legal implications arising from the proposals in this report.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
data protection	x

report author	telephone no.	email	date
Julie Woods	01253 887601	Julie.woods@wyre.govuk	18/12/15

List of background papers:		
name of document	date	where available for inspection

List of appendices

Appendix 1– Proposed fees and charges for the 2016/17 financial year.

arm/ph/re/cr/15/0012jw1

FEES AND CHARGES 2016/17

	2015/16 Fees and Charges	2016/17 Fees and Charges	VAT
	£	£	
HEALTH AND COMMUNITY ENGAGEMENT PORTFOLIO			
PEST CONTROL			
Rodent Control (Not Weekend Service)			
Includes 3 revisits (further visits over and above charged at standard rate)			
All Callouts will be charged for and no refunds given			
<u>Domestic Premises</u> (10% discount to households in receipt of Housing Benefit or Council Tax disc	38.00	40.00	Y
<u>Domestic Premises</u> (Near Neighbour Discount - 5 doors either side) Treatment	28.00	30.00	Y
must be prepaid and undertaken on same day no refunds for failure to provide access on agreed days.			
<u>Business Premises</u>			
- including materials up to one hour	104.00	104.00	Y
- for every additional half hour or part thereof	52.00	52.00	Y
Pest/Insect Control (Not Weekend Service)			
All Callouts will be charged for and no refunds given for all insects except where bees are mistaken for wasps when a 50% refund will be issued			
<u>Domestic Premises</u> - per call out and treatment as required (including materials)			
<u>Fleas, Cockroaches</u>	60.00	60.00	Y
<u>Wasps,Ants, Beetles – pre-payment</u>	63.00	63.00	Y
<u>Wasps,Ants,Beetles – no pre-payment</u>	69.00	69.00	Y
<u>Business Premises</u>			
- per call-out up to one hour (incl. materials)	104.00	104.00	Y
- for every additional half hour or part thereof	52.00	52.00	Y
- minimum charge for call-out (including materials)	104.00	104.00	Y
Disinfection after Infectious Disease – per treatment	104.00	104.00	Y
Commercial Contract Charges			
Small Businesses - Contract 1	348.00	348.00	Y
Medium Businesses - Contract 2	469.00	469.00	Y
Large Businesses - Contract 3	591.00	591.00	Y
All contracts based on 6 visits per annum			
Include the treatment of rodents and insects (wasps, ants, bees, fleas and cockroaches)			
Exclude the treatment of Pharaohs Ants			
Include a free advice service			
Any additional insect/rodent callouts charges on a time accumulated basis.Treatments included within the annual contract charge apply to normal working hours only.Additional charges apply to requests for treatment outside 09:00-17:00hrs Mon-Fri			
All out of hours work includes travel time from and return to the Council Depot.All prices include materials			
Charges for additional contract callouts / out of hours treatments:			
Mon-Fri 09:00-17:00hrs per man hour on time accumulated basis	104.00	104.00	Y
Mon-Fri 17:00-22:00hrs per man hour on time accumulated basis	157.00	157.00	Y
Saturday 09:00-17:00hrs per man hour on time accumulated basis	157.00	157.00	Y
Sundays and Public Holidays 09:00-17:00hrs per man hour on time accumulated basis	208.00	208.00	Y
Pest Control Products*			
Mouse packs	6.50	6.50	Y
Insect Powder	3.85	3.85	Y
Flyspray	6.75	6.75	Y
Dethlac	4.85	4.85	Y
Pigeon/Seagull spikes	3.10	3.10	Y
Gutter clips (2)	1.20	1.20	Y
Adhesive	7.25	7.25	Y
Chimney spikes	27.50	27.50	Y
Delivery	1.20	1.20	Y
* These prices are subject to supplier's fluctuation which officers will apply as appropriate.			
Commercial Fly Catching equipment (available on order)*			
Test to check your current UV Fly Killer	N/A	10.00	Y
Chameleon 1*2 (Sticky Board) Free standing bracket Available - White or Stainless steel Fly Catch	N/A	173.00	Y
Titan Alpha - Electronic Fly Killer (white)	N/A	111.00	Y
Sunburst (Decorative Sticky Traps)	N/A	73.00	Y
Titan 300 - Electronic Fly killer (available in Stainless steel or white)	N/A	214.00	Y
Delivery	N/A	1.20	Y
FOOD SAFETY SERVICES			
Certificates and Booklets			
<u>Replacement Basic Food Hygiene Certificates</u>	13.70	13.70	Y
<u>Food Hygiene Books</u>			
· Food Hygiene Handbook	At cost	At cost	O
· A Question of Hygiene	At cost	At cost	O
· Food Hygiene Handbook/Question of Hygiene Pack	At cost	At cost	O
· Hygiene for Management	At cost	At cost	O

	2015/16 Fees and Charges	2016/17 Fees and Charges	VAT
· Hygiene Sense and Essentials of Hygiene <u>Provision of Health & Safety Posters</u>	At cost 7.66	At cost 7.66	O Y O
<u>Food Export Certificate</u>	43.50	43.50	
<u>Ship sanitation Certificate</u>			
Gross Tonnage			
Up to 3000	103.00	103.00	Y
3001 - 10000	154.00	154.00	Y
10001 - 20000	205.00	205.00	Y
20001 - 30000	236.00	236.00	Y
Over 30000	308.00	308.00	Y
<u>Full copy of Public Food Register (commercially valuable information)</u>	1,288.00	1,288.00	O
<u>Health and Safety Statement of Fact (for Civil Cases)</u>	101.20	101.20	O
FISHERY HYGIENE CHARGES			
Fishery Landings			
Gross charge for each whole tonne of fish landed:-	1 Euro* per tonne	1 Euro* per tonne	O
Fishery Preparation/Processing Establishments			
Gross charge for each whole tonne of fish processed in the establishment	0.5 Euro* per tonne	0.5 Euro* per tonne	O
*Exchange rate fixed at 1 Euro = £0.71450 as at 14th August 2015 in C Series of official journal of the European Communities			
PRIVATE WATER SUPPLIES CHARGES (Implementation of – The Private Water Supplies regulations 2008)			
Private water supply risk assessments and monitoring in accordance with the above Regulations	Risk assessments charged at £31 per hour up to a maximum of £500 as prescribed in the Regulations. (The first hour of each Risk Assessment will be free)	Risk assessments charged at £31 per hour up to a maximum of £500 as prescribed in the Regulations. (The first hour of each Risk Assessment will be free)	
Private water supply sampling	Private water supply sampling costs will be charged at cost of having the sample analysed plus a £50 administration fee	Private water supply sampling costs will be charged at cost of having the sample analysed plus a £50 administration fee	
CONTAMINATED LAND ENQUIRIES	47.00	60.00	Y
LEISURE AND CULTURE PORTFOLIO			
THORNTON LITTLE THEATRE			
<i>Non Commercial Charges (Stage Shows, Concerts etc)</i>			
Full Day and Evening (08:00 to 23:00)	407.00	407.00	Y
Mornings (08:00 to 13:00)	148.50	148.50	Y
Afternoons (13:00 to 17:00)	148.50	148.50	Y
All Day (08:00 to 17:00)	242.00	242.00	Y
Evening (17:00 to 23:00)	242.00	242.00	Y
Additional Hourly Rate (per hour)	38.50	38.50	Y
Additional Performance/Matinee Charge			
Monday to Saturday	203.50	203.50	Y
Sundays/Bank Holidays	407.00	407.00	Y
Show Week – 6 Days exclusive use and including staff	2,420.00	2,420.00	Y
Additional Staff (per person per hour)	27.50	27.50	Y
Additional Hourly Charge (between 23:00 and 08:00)			
<i>Commercial Charges (Stage Shows, Concerts etc)</i>			
Full Day and Evening (08:00 to 23:00)	1,140.00	1,140.00	Y
Mornings (08:00 to 13:00)	360.00	360.00	Y
Afternoons (13:00 to 17:00)	360.00	360.00	Y
All Day (08:00 to 17:00)	600.00	600.00	Y
Evening (17:00 to 23:00)	660.00	660.00	Y
Additional Hourly Rate (per hour)	90.00	90.00	Y
Additional Performance/Matinee Charge			
Monday to Saturday	564.00	564.00	Y
Sundays/Bank Holidays	1,140.00	1,140.00	Y
Show Week – 6 Days exclusive use and including staff	4,440.00	4,440.00	Y
Additional Staff (per person per hour)	48.00	48.00	Y
Additional Hourly Charge (between 23:00 and 08:00)	90.00	90.00	Y

	2015/16 Fees and Charges	2016/17 Fees and Charges	VAT
<i>Non Commercial Charges</i>			
Where applicable an hourly rate for bookings (e.g. meetings) up to 2 hours may be applied	33.00	33.00	Y
Studio Room			
Session rates am/pm/evening (per session)	60.00	60.00	+
Half studio room for uses as dressing room (per hour -min 2hrs)		10.00	+
<i>Commercial Charges</i> (Other than Stage Shows)			
Where applicable an hourly rate for bookings (e.g. meetings) up to 2 Hours may be applied	82.50	82.50	Y
Studio Room			
Session rates am/pm/evening (per session)	66.00	66.00	Y
Miscellaneous (per hour unless otherwise stated)			
* Additional Staff/Stage Crew (minimum 1) (minimum hire for stage crew – 4 hours)	25.00	25.00	+
Sales of Show Tickets for Private Hire (commission)	10% of gross	10% of gross	+
* The hirer must use the technical staff provided by the theatre and in such numbers as required by the Council for stage performances (minimum crew hire, 1 x 4 hours). To be charged at cost			
The hirer will receive a 10% discount when the Theatre and Studio Room is hired together. Performing Rights Tariffs will be applied to those events that attract this charge.			
Wedding Prices			
Afternoon and evening reception between 9am and 12 midnight	750.00	N/A	+
Per hour (minimum of 12hrs)		60.00	+
Promotion - Banner Boards at Thornton Little Theatre or Marine Hall (price per month)	50.00	50.00	+
MARINE HALL (Per hour - Minimum 2 hours)			
Non Commercial Charges (Stage Shows, Concerts etc)			
Full Day and Evening (08:00 to 23:00)	1,100.00	1,100.00	Y
Mornings (08:00 to 13:00)	374.00	374.00	Y
Afternoons (13:00 to 17:00)	368.50	368.50	Y
All Day (08:00 to 17:00)	627.00	627.00	Y
Evening (17:00 to 23:00)	616.00	616.00	Y
Additional Hourly Rate (per hour)	79.75	79.75	Y
<u>Additional Performance/Matinee Charge</u>			
Monday to Saturday	748.00	748.00	Y
Sundays/Bank Holidays	990.00	990.00	Y
Show Week – 6 Days exclusive use and including staff	7,961.80	7,961.80	Y
Additional Staff (per person per hour)	27.50	27.50	Y
Additional Hourly Charge (between 23:00 and 08:00)	132.00	132.00	Y
Commercial Charges (Stage Shows, Concerts etc)			
Monday to Thursday			
Full Day and Evening (08:00 to 23:00)	1,344.00	1,344.00	Y
Mornings (08:00 to 13:00)	480.00	480.00	Y
Afternoons (13:00 to 17:00)	480.00	480.00	Y
All Day (08:00 to 17:00)	780.00	780.00	Y
Evening (17:00 to 23:00)	780.00	780.00	Y
Additional Hourly Rate (per hour)	87.00	87.00	Y
Friday to Sunday			
Full Day and Evening (08:00 to 23:00)	1,734.00	1,734.00	Y
Mornings (08:00 to 13:00)	540.00	540.00	Y
Afternoons (13:00 to 17:00)	540.00	540.00	Y
All Day (08:00 to 17:00)	1,140.00	1,140.00	Y
Evening (17:00 to 23:00)	804.00	804.00	Y
Additional Hourly Rate (per hour)	120.00	120.00	Y
<u>Additional Performance/Matinee Charge</u>			
Monday to Saturday	960.00	960.00	Y
Sundays/Bank Holidays	1,260.00	1,260.00	Y
Show Week – 6 Days exclusive use and including staff	10,218.00	10,218.00	Y
Additional Staff (per person per hour)	41.40	41.40	Y
Additional Hourly Charge (between 23:00 and 08:00)	204.00	204.00	Y

	2015/16 Fees and Charges	2016/17 Fees and Charges	VAT
Marine café/The Waterfront Room/Wyre Bar			
<i>Non Commercial Charges</i>			
8.00 am to 11.00 pm (per hour, minimum 2 hrs)	38.50	38.50	Y
Waterfront & Wyre Bar for use as dressing rooms (per hour - minimum 2hrs)	N/A	15.00	Y
<i>Commercial Charges</i>			
8.00 am to 11.00 pm (per hour, minimum 2 hour use)	60.00	60.00	Y
Outdoor Performance Area			
<i>Non Commercial Charges</i>			
8.00 am to 11.00 pm	At Cost	At Cost	Y
<i>Commercial Charges</i>			
8.00 am to 11.00 pm	At Cost	At Cost	Y
Wedding Prices			
Afternoon and evening reception between 9am and 12 midnight	1,000.00	N/A	+
Wedding ceremony, afternoon and evening reception	1,200.00	N/A	+
Wedding Minimum 12hrs until 12 midnight up to 249 people		1,320.00	
Wedding Minimum 12hrs until 12 midnight for 250 - 300 people		1,395.00	
Wedding Minimum 12hrs until 12 midnight 301 - 350 people		1,470.00	
Wedding Minimum 12hrs until 12 midnight 351 - 400 people		1,545.00	
Wedding Minimum 12hrs until 12 midnight 401 - 450 people		1,620.00	
Wedding Minimum 12hrs until 12 midnight 451 - 500 people		1,695.00	
Wedding Minimum 12hrs until 12 midnight 501 - 549 people		1,770.00	
Wedding Minimum 12hrs until 12 midnight 550 - 600 people		1,845.00	
20% reduction on above fees for Monday - Thursday weddings from 1 April 2016			
Solemnisation of Marriages:			
Main Hall	310.00	310.00	+
Miscellaneous (per hour unless otherwise stated)			
* Additional Staff/Stage Crew (minimum 1) (minimum hire for stage crew – 4 hours)	25.00	27.50	+
Hire of Radio Microphones (per day per microphone)	50.00	20.00	+
Extra Whiteboard (per event)	10.00	10.00	+
Flip Chart (per event)	10.00	10.00	+
Extra Flip Chart Pad (per event)	5.00	5.00	+
Overhead Projector & Screen (per event)	25.00	25.00	+
Screen Only (per event)	5.00	5.00	+
PA Set Up (internal)	25.00	50.00	+
PA Set Up (external)	125.00	125.00	+
XGA Data Projector with Screen (per event)	At cost	At cost	+
Stage extension	N/A	from 150.00	+
Catwalk	N/A	from 200.00	+
Lecturn	N/A	5.00	+
Batteries	N/A	0.50	+
Gaffer tape	N/A	9.00	+
Electricity up to 1Kw	N/A	10.00	+
Electricity above 1Kw	N/A	15.00	+
Haze machine (incl liquid)	N/A	30.00	+
Additional equipment may be hired in and charged for as requested/required. Please ask if you require any specialist or additional equipment.			
Sale of Show Tickets for Private Hire	10% of gross	10% of gross	+
Postage Fee for Credit Cards/Handling Charge	2.00	2.00	Y
*The hirer must use the technical staff provided by the theatre and in such numbers as required by the Council for stage performances (minimum crew hire 2)			
Trade Exhibitions, Period Lettings, Promotional packages etc.			
Subject to negotiations with Director of People and Places			
Performing Rights Tariffs will be applied to those events that attract this charge.			
Note: A charge for the provision of Café facilities may be applicable for events (subject to negotiations).			
Promotion - Banner Boards (price per month)	50.00	50.00	+
Online Media Package for events at Marine Hall and Thornton Little Theatre	100.00	100.00	+
Press Package for events at Marine Hall and Thornton Little Theatre	100.00	100.00	+
Print Package for events at Marine Hall and Thornton Little Theatre	100.00	100.00	+
CEMETERIES			
Interment Fees			
<u>Burial of body in a public grave</u>			
Person whose age at death exceeds seven years	744.00	751.00	O
Child stillborn or not exceeding one month	25.00	25.50	O
Child over one month but not exceeding seven years	71.00	72.00	O
<u>Burial in a grave in respect of which an exclusive right of burial has been granted</u>			
Child stillborn or not exceeding seven years (inclusive of grant and registration fee)	170.00	172.00	O
Person whose age at death exceeds seven years for interments new and reopen fees.	719.00	726.00	O
<u>New grave space for one or two – subject to ground conditions</u>			
All cemeteries			
Interment Fee (see above)	832.00	840.00	O
Purchase of exclusive right of burial for 50 years (earthen grave)			

	2015/16 Fees and Charges	2016/17 Fees and Charges	VAT
<u>New Baby Garden of Remembrance at Fleetwood and Poulton New Cemetery</u>			
Purchase of exclusive right of burial for 50 years	241.00	243.00	O
Interment fee	170.00	172.00	O
Total Charge	411.00	415.00	
<u>Woodland Burials (POULTON NEW CEMETERY)</u>			
Purchase of exclusive right of burial for 50 years (Including tree and planting)	1,067.00	1,078.00	O
Interments:			
Cremated remains of a stillborn child or a child whose age at the time of death did not exceed seven years	170.00	172.00	O
Person whose age at time of death exceeded seven years	719.00	726.00	O
Interment of Cremated remains (Up to 8 caskets)	194.00	196.00	O
Scattering of cremated remains (within plots numbered 9)	121.00	122.00	O
<u>Saturday Interments (between 9.00am to 12.30pm)</u>			
Minimum Charge for interment	1,547.00	1,562.00	O
Memorial Mushroom Plaques	164.00	164.00	Y
<u>Fleetwood and Poulton Cemetery</u>			
Memorial Granite Bench Plaques 7" x 5"	296.00	296.00	Y
<u>Fleetwood and Preesall Cemetery</u>			
Sundial and Baby Garden Plaques 10" x 4"	218.00	218.00	Y
8" x 4"	188.00	188.00	Y
7" x 4"	170.00	170.00	Y
Pictures or designs may be added at an additional cost, currently £65.50			
Interment of Cremated Remains Fees			
<u>Fleetwood Cemetery - Cremated Remains Section</u>			
Purchase of exclusive rights of burial for 50 years (for the right to inter up to 6 caskets)	378.00	382.00	O
Interment Fee (including registration)	194.00	196.00	O
Total Charge	572.00	578.00	
Reservation of Cremated Remains Section			
<u>Fleetwood Cemetery</u>			
Purchase of exclusive right for 50 years (for the right to inter up to 6 caskets)	403.00	407.00	O
<u>Fleetwood Cemetery - Garden of Remembrance Section</u>			
<u>Fleetwood Cemetery</u>			
Exclusive rights for scattering for 50 years	263.00	266.00	O
Scattering fee	121.00	122.00	O
Total charge	384.00	388.00	
<u>Preesall and Poulton New Cemetery - Cremated Remains Section</u>			
Purchase of exclusive right for burial for 50 years (for the right to inter up to 4 caskets)	289.00	292.00	O
Interment fee (including registration)	194.00	196.00	O
Total charge	483.00	488.00	
<u>Reservation of Cremated Remains Section</u>			
<u>Preesall and Poulton New Cemeteries</u>			
Purchase of exclusive right for burial for 50 years (for the right to inter up to 4 caskets)	314.00	317.00	O
<u>Columbarium, Fleetwood Cemetery</u>			
For the right to deposit the cremated remains in a niche for a period of 50 years (up to four caskets)	505.00	505.00	O
First inscription charge, removing and refixing tablet 80 letters	167.00	167.00	O
Total charge	672.00	672.00	
Second and Subsequent interments	194.00	196.00	O
<u>Interment of Cremated remains in Existing Private Grave Space</u>			
<u>All Cemeteries</u>			
Standard interment fee (including registration)	194.00	196.00	O
<u>Scatter of Cremated Remains</u>			
Scatter of cremated remains on existing private grave space (under turf into cut out cross shape)	121.00	122.00	O
<u>Vaults or walled Graves</u>			
For the additional right to construct a vault or walled grave to include exclusive Right of Burial	1,212.00	as per contract	O
<u>Use of Cemetery Chapel</u>			
Only available at Poulton New Cemetery	200.00	200.00	O
<u>Columbarium, Moorland Road Cemetery, Poulton-le-Fylde</u>			
For the right to deposit the cremated remains in a niche for a period of 50 years (up to one casket)	505.00	505.00	O
All the above fees are subject to double fees (100%) for non-residents applicable to all persons who reside outside the Borough of Wyre with the exception of Staining Parish Council			
<u>Miscellaneous Charges</u>			
Notice of Interment / Registration	26.00	26.00	O
Transfer Form	26.00	26.00	O
Purchase of memorial name plaque for bench	70.00	71.00	O
Late Funerals beyond 20 minutes of booked time	189.00	191.00	O
Change of Coffin size after first notification	189.00	191.00	O
Genealogical/Family Tree Grave Searches	137.00	N/A	
Single Grave Search	21.00	21.00	O
Exhumation of Body (Administrative Fees)	894.00	903.00	O
Exhumation of Body Fees – as Grounds Maintenance			
Memorial Bench Scheme 4' Lydbury	619.00	619.00	Y
Grant Fee	26.00	26.00	O

CEMETERIES - MEMORIAL

Miscellaneous Charges

Day permit for monumental masons from outside the district to operate in Cemeteries managed by the Council and agreed by the supervisor officer per day 121.00 122.00 O

Erection of monument or memorial works without the submission of an application and fee to the Registrar and approval received 455.00 459.00 O

Headstone and Inscription - all lawned sections

For the right to erect and place a new headstone memorial including inscription (no ornamentation) not exceeding 3'6" in height by 3'0" wide and 4" in thickness. 174.00 176.00 O

Additional charges to be added to the above fee

For any etched or coloured illustration, photo plaque, ornamentation or design works etc. other than the normal inscription on any memorial. 55.00 55.00 O

Additional inscriptions on existing memorials (all sections) * inc. VAT 121.00 122.00 Y

Recumbent headstones - all cemeteries, cremated remains section and Baby Garden of Remembrance (Dimension - 18" by 12") 130.00 131.00 O

Deposit of stone flower vase 98.00 99.00 O

Gardens of Remembrance Tablet Fee 63.00 64.00 O

Columbarium - Moorland Road Cemetery

Small White Metal Urn (including nameplate) suitable for columbarium interment 104.00 104.00 Y

First Inscription charge and removing and refixing tablet * inc VAT 145.00 146.00 Y

For the right to remove the tablet, cut additional inscription and re-fixing tablet * inc VAT 97.00 98.00 Y

Columbarium - Fleetwood Cemetery

Oak Crematoria Casket 67.00 67.00 Y

285mm x 185mm x 150mm *inc VAT

Bronze Vase and Holder *inc VAT 26.50 30.00 Y

2nd and subsequent inscriptions cut and refixed up to 80 letters 141.00 141.00 O

LEISURE DEVELOPMENT

SPORTS DEVELOPMENT PROGRAMMES

Sports development/educational programmes (per coach per hour) 25.00 25.00 X

WYRE WHEELS - weekly participation fee 3.50 3.50 X

Services provided by Fylde Coast YMCA on behalf of Wyre Borough Council

VAT, if appropriate is included in the charges, but will not be charged if all the following conditions apply:-

1.Facilities are let exclusively to a school,constituted club or association or an organisation representing an affiliated club

2.Bookings are for 10 or more sessions

3.Each session is for the same sport/activity at the same location

4.The interval between each session is at least 1 day but no more than 14 days

Football – per pitch including changing rooms where available, King George V Fleetwood,

King George's Fields Thornton, Cottam Hall Poulton

Senior

- Casual 26.00 26.00 Y

- Season (per Team) 295.00 295.00 X

Junior

- Casual 14.00 14.00 Y

- Season (per Team) 147.50 147.50 X

Caravan Rallies

Per Caravan per night or part 7.00 7.00 Y

Hire of Fields, per day - other use

King George V, Fleetwood 115.00 115.00 Y

King George's, Thornton 115.00 115.00 Y

Cottam Hall, Poulton 115.00 115.00 Y

Changing Rooms- Training only - King George V Fleetwood, ICI Playing Fields, King George's Fields Thornton, Cottam Hall, Poulton 13.00 13.00 Y

Cricket - Cottam Hall, Poulton

Day 26.50 26.50 Y

Evening 21.00 21.00 Y

Season (alternate Saturday) 267.00 267.00 X

ALL CHARGES FOR FOOTBALL AND CRICKET ARE DOUBLE FOR NON-RESIDENTS

MARSH MILL

Marsh Mill Entry/Tour

Adult 2.00 2.00 Y

Adult entry to First Floor Only Free Free Y

Concessionary (up to 16 years)/Senior Citizen 1.00 1.00 Y

Family (Any party of 3 visitors that includes at least 1 adult & 1 concessionary) 3.50 3.50 Y

Group Booking/Tour (inc. Tea or Coffee) – 15 or more 2.50 2.50 Y

School Groups – 15 or more (LEA Schools, pupils only, part of national curriculum) 1.50 1.50 Y

Evening and Weekday Group Bookings per head per head

Marsh Mill Hire Charges

First Floor/Side Room/Ground Floor (1/2 day) 15.00 15.00 X

First Floor/Side Room/Ground Floor (full day) 27.00 27.00 X

Kiln House Hire (week) 11.00 11.00 X

Kiln House Hire (month) 30.00 30.00 X

Talks, demonstration and workshops entrance to first floor:

	2015/16 Fees and Charges	2016/17 Fees and Charges	VAT
VISIT WYRE			
Visit Wyre Bus	100.00	100	+
NEIGHBOURHOOD SERVICES AND COMMUNITY SAFETY PORTFOLIO			
CAR PARKING - OFF STREET			
<u>Rough Lea Road, Cleveleys - Daily 8am – 6pm (Motor car)</u>			
Up to 2hrs (Max stay 2hrs)	1.50	1.50	Y
<u>Promenade North, Cleveleys - Daily 8am – 6pm (Motor car)</u>			
Up to 2hrs	1.50	1.50	Y
<u>Derby Road West, Cleveleys - Daily 8am – 6pm (Motor car)</u>			
Up to 2hrs	1.50	1.50	Y
Over 2hrs-4hrs	2.40	2.40	Y
Over 4hrs	6.00	6.00	Y
Wyre Residents Permit Scheme Up to 2hrs	FREE	FREE	
<u>Derby Road East/Slinger Road, Cleveleys - Daily 8am – 6pm (Motor car)</u>			
Up to 2hrs	1.50	1.50	Y
Over 2hrs-4hrs	2.40	2.40	Y
Over 4hrs – 6hrs	3.00	3.00	Y
Over 6hrs	3.80	3.80	Y
Wyre Residents Permit Scheme Up to 2hrs	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
<u>Jubilee Gardens, Cleveleys - Daily 8am – 6pm (Motor car)</u>			
Up to 2hrs	1.50	1.50	Y
Over 2hrs-4hrs	2.40	2.40	Y
Over 4hrs – 6hrs	3.00	3.00	Y
Over 6hrs	3.80	3.80	Y
Wyre Residents Permit Scheme Up to 2hrs	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
<u>Custom House Lane, Fleetwood - Daily 8am - 6pm (Motor Car)</u>			
Up to 2hrs	1.50	1.50	Y
Over 2hrs-4hrs	2.40	2.40	Y
Over 4hrs	6.00	6.00	Y
Wyre Residents Permit Scheme Up to 2hrs	FREE	FREE	
<u>Albert Street/Church Street, Fleetwood - Daily 8am - 6pm (Motor car)</u>			
Up to 2hrs	1.50	1.50	Y
Over 2hrs-4hrs	2.40	2.40	Y
Over 4hrs-6hrs	3.00	3.00	Y
Over 6hrs	3.80	3.80	Y
Wyre Residents Permit Scheme Up to 2hrs	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
<u>Hardhorn Road, Poulton-le-Fylde - Daily 8am-6pm (Motor car)</u>			
Up to 2hrs	1.50	1.50	Y
Over 2hrs-4hrs	2.40	2.40	Y
Over 4hrs-6hrs	3.00	3.00	Y
Over 6hrs	3.80	3.80	Y
Wyre Residents Permit Scheme Up to 2hrs	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
<u>Teanlowe Poulton-le-Fylde - Daily 8am - 6pm (Motor car)</u>			
Up to 2hrs	1.50	1.50	Y
Over 2hrs-4hrs	2.40	2.40	Y
Over 4hrs	6.00	6.00	Y
Wyre Residents Permit Scheme Up to 2hrs	FREE	FREE	
<u>High Street, Garstang - Daily 8am - 6pm (Motor car)</u>			
Up to 2hrs	1.50	1.50	Y
Over 2hrs-4hrs	2.40	2.40	Y
Over 4hrs-6hrs	3.00	3.00	Y
Over 6hrs	3.80	3.80	Y
Wyre Residents Permit Scheme Up to 2hrs	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
<u>Ball Street, Poulton-le-Fylde - Daily 10am - 6pm (Motor car) (Booths Car Park)</u>			
Up to 2hrs	1.50	1.50	Y
Wyre Residents Permit Scheme Up to 2hrs	FREE	FREE	
Monthly Season Ticket	N/A	N/A	
Season tickets			
<u>Long Stay Car Parks:</u>			
Albert Street, Derby Road East, Hardhorn Road, High Street, Jubilee Gardens			
1 month	47.50	47.50	Y
3 months	133.00	133.00	Y
6 months	247.00	247.00	Y
12 months	395.20	395.20	Y
Administration fee for change of vehicle	NIL	NIL	Y
Refund due to change in personal circumstances pro rata based on full months not used.			
Residents Parking Permits			
Initial Application Fee	25.00	25.00	Y
Renewal Fee	10.00	10.00	Y

Penalty Charge Notice

The higher level penalty charge contravention is £70, with a 50% discount if payment is made within 14 days, the lower level contravention is £50, with a 50% discount if payment is made within 14 days.

Parking Dispensations

Per vehicle per period of up to 7 whole days 25.00 25.00 Y
if off str

Worship Permit

Residents can obtain a Worshippers Parking Permit free of charge from the Council. These enable worshippers to park on town centre car parks for a period of three hours to allow for their attendance at church services. A worshippers parking permit is only valid for one car park, which will be stated on the permit, but an application can be made for any car park in the Borough. Where it is reasonable and proportionate to do so, requests from Leaders of non-faith community groups for similar parking arrangements will be considered by the Council.

LICENSING **All licences subject to a separate report**

ANIMAL WELFARE LICENCES

Boarding premises	140.00	0
Home boarding	135.00	0
Pet shop	135.00	0
Breeding Establishment	175.00	0
Riding Establishment (excluding vet fee)	280.00	0
Dangerous Wild Animals (excluding vet fee)	320.00	0
Zoo 6 (year licence)	575.00	0

GENERAL LICENCES

Skin piercer-premises(tattooists, electrolysists, semi permanent skin colourists and acupuncturists	190.00	0
Second Hand Good Dealer	142.00	0
Street Trading Consent	290.00	0
Sex Shop	1,790.00	0
Sexual Entertainment Venue	2,135.00	0
Scrap Metal Dealer- Mobile Collector	300.00	0
Scrap Metal Dealer - Site	300.00	0
Scrap Metal Dealer - Variation	100.00	0
Scrap Metal Dealer - Re-issue of licence	15.00	0

GAMBLING ACT 2005

Where a licence is subject to a seasonal condition the annual fee shall be one twelfth of the full annual fee for every month or part of a month that the licence is operative for.

Bingo premises

New application	2,365.00	0
Annual fee	1,000.00	0
Provisional Statement New	2,365.00	0
Premises licence fee for holders of Provisional Statements	1,125.00	0
Variation fee	1,465.00	0
Transfer fee	745.00	0
Reinstatement of licence	1,180.00	0

Betting premises

New application	2,365.00	0
Annual fee	600.00	0
Provisional Statement New	2,365.00	0
Premises licence fee for holders of Provisional Statements	1,125.00	0
Variation fee	1,465.00	0
Transfer fee	745.00	0
Reinstatement of licence	1,180.00	0

Adult Gaming Centres (AGC)

New Application	2,000.00	0
Annual Fee	1,000.00	0
Provisional Statement New	2,000.00	0
Premises licence fee for holders of Provisional Statements	1,125.00	0
Variation Fee	1,000.00	0
Transfer fee	745.00	0
Reinstatement of Licence	1,180.00	0

Family Entertainment Centre

New Application	2,000.00	0
Annual Fee	750.00	0
Provisional Statement New	2,000.00	0
Premises licence fee for holders of Provisional Statements	950.00	0
Variation Fee	1,000.00	0
Transfer Fee	745.00	0
Reinstatement of Licence	950.00	0

Track

New Application	2,365.00	0
Annual Fee	950.00	0
Provisional Statement New	2,365.00	0
Premises licence fee for holders of Provisional Statements	1,125.00	0
Variation Fee	1,250.00	0
Transfer Fee	745.00	0
Reinstatement of Licence	950.00	0

	2015/16 Fees and Charges	2016/17 Fees and Charges	VAT
Miscellaneous Charges			
Fee for a copy of a licence	25.00		0
Fee for a notification of change of circumstances	50.00		0
(FEES PRESCRIBED BY STATUTE)			
Gambling Act 2005 Permits			
Unlicensed Family Entertainment Centre (UFEC) new/renewal	300.00		0
Fee to change name on permit-UFEC	25.00		0
Fee to copy permit-UFEC	15.00		0
Licensed premises gaming machine permit	150.00		0
Licensed premises gaming machine permit-annual fee	50.00		0
Licensed premises gaming machine permit-variation fee	100.00		0
Licensed premises gaming machine permit-transfer fee	25.00		0
Licensed premises gaming machine permit-copy permit	15.00		0
Licensed premises Notification	50.00		0
Club Gaming Permit	200.00		0
Club Gaming Permit-fast track	100.00		0
Club Gaming Permit-annual fee	50.00		0
Club Gaming Permit-Variation	100.00		0
Club Gaming Permit-copy permit	15.00		0
Club Gaming Machine Permit	200.00		0
Club Gaming Machine Permit-fast track	100.00		0
Club Gaming Machine Permit-annual fee	50.00		0
Club Gaming Machine Permit-variation	100.00		0
Club Gaming Machine Permit-copy permit	15.00		0
Prize Gaming Permit-New or renewal	300.00		0
Prize Gaming Permit-fee to change name	25.00		0
Prize Gaming Permit-copy permit	15.00		0
Small Society Lottery Registration-New	40.00		0
Small Society Lottery Registration-Annual fee	20.00		0
LICENSING ACT 2003			
Fees under the Licensing Act 2003 are determined nationally and are prescribed by the Licensing Act 2003 (Fees) Regulations			
Taxis			
Dual Driver licences (3 year duration)-New*	162.00		0
Dual Driver licences (3 year duration)-Renewal	122.00		0
Dual Driver licences (1 year duration)-Renewal	95.00		0
Driver Licence (1 year duration) Private Hire Driver or Hackney Carriage Driver	N/A		0
Replacement Driver Badge	15.00		0
Private Hire Vehicle	142.00		0
Hackney Carriage Vehicle	167.00		0
(includes £25 unmet demand surcharge)			
Private Hire door stickers (pair)	16.00		0
Plates (pair)	20.00		0
Brackets (pair)	22.00		0
For Hire Signs			
Private Hire Operator(1 year duration)	N/A		0
Private Hire Operator(5 year duration) 1-10 vehicles	210.00		0
Private Hire Operator(5 year duration) 11-20 vehicles	260.00		0
Private Hire Operator(5 year duration) 21+ vehicles	300.00		0
* Includes knowledge fee			
HOUSING			
Private Sector Housing Grant Assistance			
- Charging for professional and technical services			
<u>Applications for *:</u>			
Disabled Facilities Grants	A charge of 12% per approval (based on the amount of grant approved).	A charge of 12% per approval (based on the amount of grant approved).	x
*Charge rate applicable as per date of grant approval			
Housing Act 2004			
Charges for Enforcement Notices - per notice	438.00	438.00	0
Licensing Of Houses In Multiple Occupation			
Initial Licence determination	970.00	970.00	0
(NB. Discounts may be awarded in recognition of specified conditions)			
Additional Service Charges: (charged on a specific case basis)			
Return incomplete/defective application to applicant with letter (additional admin charges will only be applied where the application is returned incomplete a second or further time).	21.25 (+21.25 admin charge)	21.25 (+21.25 admin charge)	0
Reprocessing form after amendments received.	21.25 (+21.25)	21.25 (+21.25)	0
Additional cost where landlords fail to respond within 28 days to justified requests for an application, renewal OR information required in respect of incomplete applications.			0
	(+21.25)	(+21.25)	
Revisit where no access gained previously.	34.00 (+21.25)	34.00 (+21.25)	0
Assisted application – Full assistance provided in making the application, measuring rooms, drawing sketch plans, etc.	242.00 (+21.25)	242.00 (+21.25)	0
Variation of licence.	242.00 (+21.25)	242.00 (+21.25)	0

	2015/16 Fees and Charges	2016/17 Fees and Charges	VAT
Such sums as may be necessary to fund the identification, confirmation, inspection and enforcement of licensing requirements. These are to be assessed on a case by case basis, using the hourly rates for the officers appropriate for the tasks undertaken			
Cost of raising an invoice	21.25	21.25	O
UK Entry Visa Housing Inspections			
Charge for inspection and production of report	92.00	92.00	+
Care and Repair Handyperson Service Charge			
Charge per job	10.00	10.00	Y
PLANNING AND ECONOMIC DEVELOPMENT PORTFOLIO			
DEVELOPMENT CONTROL			
<u>Location Plans</u>			
Ordnance Survey fee - initial charge	10.00	10.00	O
<u>Pre Application Discussions</u>			
<u>Major applications</u>			
-initial meeting	See following fee schedule	See following fee schedule	Y
-follow up meeting	See following fee schedule	See following fee schedule	Y
<u>Significant Major applications</u>			
-initial meeting	See following fee schedule	See following fee schedule	Y
-follow up meeting	See following fee schedule	See following fee schedule	Y
<u>Advice in relation to the application of the Flood Risk Sequential Test</u>	See following fee schedule	See following fee schedule	Y
BUILDING CONTROL			
<u>Supply of non-standard data and information (including responding to Solicitor's enquiries)</u>	60.00 per hour (MIN 60.00)	60.00 per hour (MIN 60.00)	Y
<u>Building Regulations Confirmation Letter</u>	60.00	60.00	Y
Administration fee for withdrawing an application and charges	60.00	60.00	Y
Reopen Archived Applications	60.00	60.00	Y
Copy of Completion Certificates	20.00	20.00	Y
Copy of Decision Notice	20.00	20.00	Y
High Hedge Applications	480.00	480.00	X
Tree Preservation Order	At Cost	At Cost	Y
MARKETS			
Fleetwood Market			
Administration fee re new lease for indoor stall	50.00	50.00	X
Change of Use Fee	30.00	30.00	X
Assignment Fee	100.00	100.00	X
<u>Outside market rentals</u>			
Summer - June to October (per day)			
Tuesday	18.50	18.50	X
Thursday	16.50	16.50	X
Friday	16.50	16.50	X
Saturday	17.50	17.50	X
Winter - November to May (per day)			
Tuesday	9.00	9.00	X
Thursday	9.00	9.00	X
Friday	9.00	9.00	X
Saturday	9.00	9.00	X
Any trader opening his stall all 4 days Nov-May will be charged	28.00	28.00	X
Any trader opening his stall 3 days Nov - May will be charged	23.00	23.00	X
Reduction's negotiable to local producer groups in first year.			
Hire of gazebo per day	N/A	5.00	Y
Poulton Market			
Summer - April to September	25.00 for 3 metres linear frontage	25.00 for 3 metres linear frontage	X
Winter - October to March	15.00 for 3 metre linear frontage	15.00 for 3 metre linear frontage	X
Additional frontage charged per metre	5.00 per metre	5.00 per metre	X
ESTATES			
Use of land for funfair - per operational day up to 14 rides/stalls	N/A	300.00	X
Additional ride/stall per day	N/A	40.00	X
Use of land for circus - per operational day	N/A	375.00	X
Use of land licence agreement	N/A	50.00	X
Call out fee	N/A	40.00	Y
Other commercial events to be charged as appropriate with an event minimum of £50 per day			
GARSTANG BUSINESS CENTRE			
Hire of Garstang Room (per hour)	6.60	6.60	X
Hire of Small Room/Wedding Room (per hour)	3.40	3.40	X
Note : There will be a minimum charge of £15 where the fees for bookings within a calendar month total less than that amount.			

	2015/16 Fees and Charges	2016/17 Fees and Charges	VAT
Wyred Up Membership			
Annual membership	40.00	40.00	Y
Single networking event	20.00	20.00	Y
Wyre Expo event (Non- Wyre Business)	between 35.00 and 55.00	between 80.00 and 100.00	Y
RESOURCES PORTFOLIO			
LEGAL FEES			
LAND & PROPERTY			
<u>Sales</u>			
Sale of Land	Minimum £415 depending or 1% - 3% depending on complexity	Minimum £415 depending or 1% - 3% depending on complexity	X
Sale of Land with Overage	Minimum £880 or 1% -3% depending on complexity	Minimum £880 or 1% -3% depending on complexity	X
Sale of POS Land	Minimum £465 plus Ads and Disbursements	Minimum £465 plus Ads and Disbursements	X
Transfer of POS to the Council	£587 plus Disbursements	£587 plus Disbursements	X
Sale of a Garden Plot	Minimum £233 depending on complexity	Minimum £233 depending on complexity	X
Sale of a Garden Plot with Overage	Minimum £587 depending on complexity	Minimum £587 depending on complexity	X
<u>Leases</u>			
Short Lease of Whole	Minimum £354 depending on complexity	Minimum £354 depending on complexity	X
Short Lease of Part	Minimum £415 depending on complexity	Minimum £415 depending on complexity	X
Long Lease of Whole	Minimum £465 depending on complexity	Minimum £465 depending on complexity	X
Long Lease of Part	Minimum £526 depending on complexity	Minimum £526 depending on complexity	X
Underlease of Whole	Minimum £465 depending on complexity	Minimum £465 depending on complexity	X
Underlease of Part	Minimum £526 depending on complexity	Minimum £526 depending on complexity	X
Surrender of Lease	Minimum £202 depending on complexity	Minimum £202 depending on complexity	X
Renewal of Lease	Minimum £202 depending on complexity	Minimum £202 depending on complexity	X
Croft Court Lease	£202 (Renewal £152)	£202 (Renewal £152)	X
Garstang Business and Community Centre Lease	N/A	N/A	X
Assignment of Lease	Minimum £233 depending on complexity	Minimum £233 depending on complexity	X
Assignment of Beach Bungalow Lease	£122 (£25 Notice of Assignment as per Lease)	£122 (£25 Notice of Assignment as per Lease)	X
Deed of Variation to Lease	£304	£304	X
Deed of Covenant release	Minimum £405 depending on complexity	Minimum £405 depending on complexity	X
Deed of Surrender	£304	£304	X
<u>Licences</u>			
Licence to Assign	complexity Minimum £465 if AGA required	complexity Minimum £465 if AGA required	X
Licence to carry out alterations (Residential)	£122	£122	X
Licence to carry out works	Minimum £122 depending on complexity	Minimum £122 depending on complexity	X
Grazing Licences	£122	£122	Z
Easements or Rights	Minimum £304 depending on complexity	Minimum £304 depending on complexity	X
Change of User	Minimum £122 depending on complexity	Minimum £122 depending on complexity	X
Letter of consent to assign	£61	£61	X
Covenant consents (Residential)	£122	£122	X
<u>Footpaths</u>			
Diversions	From £992 plus Ads and cost of Inquiry (if applicable)	From £992 plus Ads and cost of Inquiry (if applicable)	O
<u>PLANNING</u>			
<u>Agreements</u>			
S106 Agreements	Minimum £506 rising on complexity	Minimum £506 rising on complexity	O
Enforcement Notices/Action	£56 per hour	£56 per hour	O
<u>COURT</u>			
<u>Prosecutions</u>			
Attending Magistrates Court	£56 per hour	£56 per hour	O
LOCAL LAND CHARGES			
Local land charge searches (LLC1)	20.00	20.00	O
Local land charge searches (Con 29R)	*77.00	*77.00	O**

* Full charge dependent on whether LLC1 or Con 29

N.B. For further breakdown of the fees for individual questions within CON29 refer to our website www.wyre.gov.uk under the heading Land Charges.

**The VAT status is currently under review with HMRC and CON 29 may become standard rated in 2016.

ROOM HIRE CIVIC CENTRE

Council Chamber

Monday-Friday

Morning/Afternoon Session (up to 4 hrs)	115.00	115.00	X
All day	231.00	231.00	X
Evening (to 10pm)	173.00	173.00	X
Evening (to 11.30pm)	231.00	231.00	X
Commercial Rate	441.00	441.00	X

Members' Lounge

Monday-Friday

Morning/Afternoon Session (up to 4 hrs)	105.00	105.00	X
All day	205.00	205.00	X
Evening (to 10pm)	147.00	147.00	X
Evening (to 11.30pm)	205.00	205.00	X
Commercial Rate	441.00	441.00	X

Committee Rooms / Training Room / Meeting Room

Monday-Friday

Morning/Afternoon Session (up to 4 hrs)	53.00	53.00	X
All day	105.00	105.00	X
Evening (to 10pm)	79.00	79.00	X
Evening (to 11.30pm)	105.00	105.00	X
Commercial Rate	441.00	441.00	X

Civil Ceremonies

Monday to Friday	330.00	330.00	Y
Saturday	650.00	650.00	Y

Premium Rate for Weekends (Any Rooms except for Civil Ceremonies)

Saturday	767.00	767.00	X
Sunday/Bank Holiday	997.00	997.00	X

Members' Lounge

Supplement for use with another room

Monday - Friday	68.00	68.00	X
Saturday	89.00	89.00	X
Sunday/Bank Holiday	126.00	126.00	X

Notes:

1. Commercial use is defined as being "in pursuance of a commercial, profit making venture"
2. Refreshments are not included in the above prices
3. Food and drink is not permitted in the Council Chamber

STREET NAMING AND NUMBERING

Application Type

House name added/renamed	25.00	25.00	O
House renumbered	25.00	25.00	O
Naming of New Street	100.00	100.00	O
Development of 1-5 plots	25.00 per plot	25.00 per plot	O
Development of 6-10 plots	20.00 per plot	20.00 per plot	O
Development of 11-50 plots	15.00 per plot	15.00 per plot	O
Development of 50+ plots	10.00 per plot	10.00 per plot	O

Changes in development after initial notification	Charges individually assessed but minimum charge of £125 plus signage costs	Charges individually assessed but minimum charge of £125 plus signage costs	O
Renaming of Street at resident's request	500.00	500.00	O

Signage costs are in addition to the fees quoted above and will be assessed on an individual basis depending on the requirements. All fees and charges are generally Outside Scope for VAT purposes with the exception of name plate installation costs on new developments and on any number/name plates supplied to individual properties which would be subject to VAT.

MISCELLANEOUS

Byelaws (non-discretionary)

purchase of the document(fee as per Act)	0.20	0.20	O
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Statement of Accounts

purchase of the document			
individuals and charities	10.00	10.00	O
commercial organisations	20.00	20.00	O

Photocopy per side of any document that can be inspected

Black & white - A4	0.30	0.30	Y
Black & white - A3	0.60	0.60	Y
Black & white - A2	1.20	1.20	Y
Black & white - A1	2.40	2.40	Y
Black & white - A0	4.80	4.80	Y
Colour - A4	0.40	0.40	Y
Colour - A3	0.80	0.80	Y
Colour - A2	1.80	1.80	Y
Colour - A1	3.60	3.60	Y
Colour - A0	7.20	7.20	Y
Credit Card Administration Fee	0.02	0.02	Y

Data Protection

Subject Access Request			
Statutory Flat fee for Subject Access Requests	10.00	10.00	O

STREET SCENE AND PARKS AND OPEN SPACES PORTFOLIO

PUBLIC CONVENIENCES

- fee for use of new & refurbished toilets (excludes urinals/disabled toilets with radar access)	0.20	0.20	O
- Radar Key	3.50	3.50	Y

DOG WELFARE

<u>Stray Dogs</u>			
Kennel Fee first day incl statutory government levy	90.00	90.00	O
Kennel fee additional charge per day	8.50	8.50	O
Stray dog return fee (applied when dog is not taken to kennels repeat offender)	55.00	55.00	O
Euthanasia (stray dogs)	31.50	31.50	O
<u>Micro-chipping</u>	10.50	11.00	+
Control of Dog	75.00	75.00	O
Muk Sak - Dog Waste container	6.50	6.50	Y

DOMESTIC REFUSE - BULKY ITEMS

Up to 3 items*	18.00	18.00	O
Additional items – per item*	6.00	6.00	O

* A one third discount applies dependant on eligibility to customers in receipt of Council Tax

Delivery/Admin Fee for provision of standard suite of waste and recycling containers per

Fee to developer per property <u>OR</u>	47.00	47.00	+
Fee to new home owner	47.00	47.00	O

Non standard container (at cost dependant on requirements)	N/A	At cost plus 10% administration	+
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Street Cleansing

Recovery of collection and disposal costs from fly tipping incidents	N/A	At cost plus 10% administration	O
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COUNTRYSIDE

<u>Slide Talks</u>			
Per Group	35.00	35.00	Y

Guided Walks

Adult	4.50	4.50	Y
Adult half day	3.50	3.50	Y
Concessions full day	3.50	3.50	Y
Concessions half day	2.50	2.50	Y
Special events or activities charged as advertised			
School Group Visit per head, (LEA Schools, pupils only, part of national curriculum)	4.00	4.00	Y
School Group Visit per head, (LEA Schools, pupils only, part of national curriculum) Half Day	2.50	2.50	Y

WYRE ESTUARY COUNTRY PARK

<u>Hire of Riverside Room Stanah</u>			
-Half day/evening	30.00	30.00	X
-Full Day	50.00	50.00	X
After 5pm evening	40.00	40.00	X
-Additional equipment hire	5.00	5.00	Y
-Commercial Hire - by negotiation	17.00 per hour	17.00 per hour	X

School Visits

Special events are charged in accordance with Countryside Activities Programme			
School Group Visit per head, (LEA Schools, pupils only, part of national curriculum) Full day	4.50	4.50	Y
School Group Visit per head, (LEA Schools, pupils only, part of national curriculum) Half Day	2.50	2.50	Y

FLEETWOOD MEMORIAL PARK

<u>Hire of Pavilion</u>			
-Half day/evening	30.00	30.00	X
-Full Day	50.00	50.00	X
After 5pm evening	40.00	40.00	X
-Additional equipment hire	5.00	5.00	Y
-Commercial Hire - by negotiation	17.00 per hour	17.00 per hour	X

ROSSALL POINT

<u>Hire of Rossall Point - (only available when not open to the public)</u>			
-Half day/evening	30.00	30.00	X
-Full Day	50.00	50.00	X
After 5pm evening	40.00	40.00	X

OUTDOOR AMENITY CHARGES

<u>Bowls - per hour</u>			
Ordinary	3.60	3.60	Y
Junior (up to 16years)/Senior Citizen/ Over 60	2.60	2.60	Y
Annual Contract	36.50	36.50	X
Winter Contract	22.50	22.50	X
Summer Contract	22.50	22.50	X
Seven Day Contract	13.50	13.50	Y

	2015/16 Fees and Charges	2016/17 Fees and Charges	VAT
<u>Hire of Green (minimum 2 hours)</u>			
Matches per hour (League Fixtures)	13.50	13.50	Y
Season - matches per hour (League Fixtures – Vets)	6.80	6.80	X
Group Hire	19.50	19.50	Y
Group Hire – Vets	10.00	10.00	Y
NB. Fees for hire of bowling Green are only exempt for VAT if they are to a Bona Fide* club if the following criterias is not met VAT will be charged.			
* All the following criteria must be met			
1.Facilities are let exclusively to a school,constituted club or association or an organisation representing an affiliated club			
2.Bookings are for 10 or more sessions			
3.Each session is for the same sport/activity at the same location			
4.The interval between each session is at least 1 day but no more than 14 days			
<u>Crazy Golf</u>			
Adult	3.00	3.00	Y
Junior (up to 16 years)/Senior Citizen/Over 60	2.00	2.00	Y
<u>Pitch and Putt</u>			
Fleetwood - 18 hole Adult	4.60	4.80	Y
Junior (up to 16 years)/Senior Citizen/Over 60	3.50	3.80	Y
Fleetwood - 9 hole Adult	3.50	3.80	Y
Junior (up to 16 years)/Senior Citizen/Over 60	2.20	2.50	Y
<u>Lost Golf Balls</u>	1.00	1.00	Y

Charging for pre-application advice and advice on the application of the Flood Risk Sequential Test – Fee Schedule (including VAT)

Development Type		Category	Fee (£)		
			Written advice only	Meeting (initial)	Meeting (follow up)
Householder (alterations or extensions to existing dwellings or development within the curtilage of a dwelling)			25.00	50.00	25.00
New dwellings	outline	Site area less than 0.5 Ha	45.00 per 0.1 Ha	90.00 per 0.1 Ha	45.00 per 0.1 Ha
		Site area between 0.5 Ha and 2.499 Ha	490.00	490.00	245.00
		Site area 2.5 Ha or more	740.00	740.00	370.00
	full	Less than 10 dwellings	25.00 per dwelling	50.00 per dwelling	25.00 per dwelling
		10 - 49 dwellings	490.00	490.00	245.00
		50 or more dwellings	740.00	740.00	370.00
New buildings (and other structures) other than dwellings	outline	Site area less than 1.0 Ha	50.00 per 0.1 Ha	100.00 per 0.1 Ha	50.00 per 0.1 Ha
		Site area between 1.0 Ha and 1.999 Ha	490.00	490.00	245.00
		Site area 2.0 Ha or more	740.00	740.00	370.00
	full	Floor area less than 1000 m2	50.00 per 200 m2	100.00 per 200 m2	50.00 per 200 m2
		Floor area 1000 m2 – 1999 m2	490.00	490.00	245.00
		Floor area 2000 m2 or more	740.00	740.00	370.00
Change of use (other than to dwellings)		Floor area less than 1000 m2	50.00 per 200 m2	100.00 per 200 m2	50.00 per 200 m2
		Floor area 1000 m2 – 1499 m2	490.00	490.00	245.00
		Floor area 1500 m2 or more	740.00	740.00	370.00

Agricultural buildings			25.00	50.00	25.00
Advertisements			25.00	50.00	25.00
Other applications		Site area less than 1.0 Ha	50.00 per 0.2 ha	100.00 per 0.2 ha	50.00 per 0.2 ha
		Site area between 0.5 Ha and 1.999 Ha	490.00	490.00	245.00
		Site area 2.0 Ha or more	740.00	740.00	370.00
Schedule 1 or Schedule 2 EIA development			740.00	740.00	370.00
Advice in relation to the application of the Flood Risk Sequential Test – All types of development		All	40	60	30

arm/ph/re/cr/16/0012jw1 appendix 1(part 2)