

## 2019/20 Budget Fees &amp; Charges - Exemptions to Income Policy

Service Area	Activity	Proposed Fee Level 2019/20 (incl VAT) £ Range From	Proposed Fee Level 2019/20 (incl VAT) £ Range To	Increase/ (Decrease) % Range From	Increase/ (Decrease) % Range To	Explanation
Adult Social Care & Health	<b>Standard Rate Charges</b>					
	Standard Rate Charges - Meals - Older People Day Services	5.40	5.40	0.00	0.00	Fixed charge as part of contract
	Standard Rate Charges - Appointeeship management	14.00	14.00	0.00	0.00	Benchmarked fee level
	Transport to Day Services - per return journey	5.00	5.50	0.00	25.00	Aligned with Community Transport rates
	Standard Rate Charges - Vocational Diplomas, Certificates, and Awards	380.00	2150.00	2.38	2.73	Maintain competitive price in the market and retain business
	Standard Rate Charges - Level 3 Awards and Certificates relating to Dementia Care and Awareness	275.00	570.00	0.00	0.00	Maintain prices in line with Dementia Strategy
	Community Alarm installation	12.00	12.00	0.00	0.00	Recently brought the sheltered tenants in line so too soon for another increase
	<b>Deferred Payments Scheme</b>					
	Land Registry Charges - Title Search Fee	3.00	3.00	0.00	0.00	Fee recovery as per standard Land Registry fee
	Land Registry Charges - Charge Registration standard rate	20.00	20.00	0.00	0.00	
	Land Registry Charges - Legal & Administration costs - Cancellation of the charge at Land Registry etc.	67.45	67.45	1.73	1.73	Increase net of Standard Land Registry Fee of £20 per termination. 2.5% applied on net charge in accordance with income policy
	Rate of charge for internal homecare services (per hour)	18.01	18.01	7.72	7.72	Increased in line with national rates
	Intermediate Care - Charging for care after initial 6 weeks of free care (per hour)	18.01	18.01	N/A	N/A	New Fee
	<b>Recuperation beds (Intermediate Care) - per client, per week</b>					
	FE residential	551.09	551.09	N/A	N/A	
EMH Residential	596.99	596.99	N/A	N/A	New Fee	
Nursing	755.40	755.40	N/A	N/A		
EMH Nursing	799.64	799.64	N/A	N/A		
Children & Families	Officer time in support of schools converting to academies	6600.00	6600.00	10.00	10.00	The fees have been unchanged for a number of years and have now been increased to recover costs
	<b>Music Fees</b>					
	Music Fees : General - per term	32.00	94.00	0.00	5.56	Cost recovery & market rate
	School charge - per hour	45.25	45.25	0.00	0.00	No increase to remain competitive with local providers
	School charge (per hour - discounted rate for activities supported by Music Grant)	45.00	45.00	27.66	27.66	Cost recovery & market rate
	Infant Music Groups - Strings and Brass - per year	1200.00	3250.00	-1.78	1.29	Cost recovery & market rate
	Learn Music - per year	1086.00	1086.00	0.00	0.00	
	Termly Taster (WCET) - per term	260.00	260.00	0.00	0.00	
	Large group learning - per year	900.00	900.00	0.00	0.00	
	Teaching Music workshops - per hour	45.25	70.00	0.00	0.00	
	Consultancy and advice - per hour	45.25	54.30	0.00	0.00	Fees not increased due to higher increase on those fees which are more popular and maintain wide range of courses
	Consultancy and advice Toolkits - total	80.00	96.00	0.00	0.00	
	Quality Music Mark costs	50.00	270.00	0.00	0.00	
	Singing Strategy Support	60.00	120.00	0.00	0.00	
	Active Music Digital costs	156.00	530.00	0.00	0.00	
	Singing Playgrounds	380.00	455.00	0.00	0.00	
	<b>Children Missing Education</b>					
	Training	35.00	108.00	3.21	13.64	
	Attendance policy review	65.00	162.00	2.14	6.29	
	Attendance Interview	35.00	90.00	4.46	13.64	Market rate
	Advice & Guidance	66.00	216.00	2.34	7.21	
	Warning Letters	25.00	78.00	5.69	21.95	
	Parenting Contracts	35.00	90.00	4.46	13.64	
	<b>Governor Services</b>					
	Governor Support Packages - per package	1894.00	4695.60	-0.05	0.00	
Governor Development	850.00	1122.00	0.00	0.00	No increase to remain competitive	
Lay Clerk Service	855.00	1095.60	0.00	0.00		
Clerking support for hearings	354.00	2295.60	0.00	0.00		
Senior leader training and development	350.00	462.00	0.00	0.00		
Headteacher Performance Appraisal	650.00	650.00	N/A	N/A	New Fee	
New Heads induction - 1 academic year	200.00	264.00	100.00	100.00		
Heads induction/support - (mentoring) - 1 year	600.00	792.00	0.00	0.00		
Heads induction/support - (Talking Heads) - 5 half day sessions	500.00	660.00	0.00	0.00	Commercial decision to remain competitive and retain business	
Job advert service - charge per advert	55.00	66.00	0.00	0.00		

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	NQT service - per NQT	265.00	318.00	0.00	0.00	
	Job advert service - re-advertisements	54.00	54.00	N/A	N/A	New Fee
	Job advert service ongoing (no closing date) - 3 months	180.00	180.00	N/A	N/A	
	School Improvement – Interim senior leader appointment service	500.00	1200.00	0.00	0.00	No increase to remain competitive
	Safeguarding training and compliance	40.00	112.20	0.00	0.00	
	Senior Leader appointments	1800.00	2160.00	0.00	0.00	
	Governance consultancy - per day	500.00	600.00	0.00	0.00	Commercial decision to remain competitive and retain business
	School website compliance service - per check	120.00	144.00	0.00	0.00	
	<b>Ethnic Minority Achievement</b>					
	Buyback service for schools: consultancy - Maintained Schools	470.00	2765.00	0.00	0.00	
	Consultancy - Non-maintained Schools - per day	600.00	600.00	-3.85	-3.85	To stay competitive
	Annual membership of the Multicultural Resource Centre	252.00	252.00	23.53	23.53	
	EMA Co-ordinators network meetings - 6 twilight sessions per year per school	252.00	252.00	0.00	0.00	New Fee
	Any of the above meetings on a termly basis	108.00	108.00	28.57	28.57	To stay competitive
	<b>School Improvement</b>					
	School Improvement Advisors - per day	550.00	780.00	3.19	9.09	To stay competitive
	School Improvement Advisors - 3/6 day packages	1600.00	4500.00	6.67	13.64	
	IP Essentials - Annual Membership Apr-March - per school	500.00	500.00	0.00	0.00	Market rate
	IP Health check package - 2 IP's over 2 days	2850.00	2850.00	14.00	14.00	
	Evolve Access - Academies only - School year	360.00	504.00	20.00	20.00	
	<b>Children's Centres Nurseries</b>					
	Per session - full time	22.77	27.35	4.86	4.90	Market rate
	Per session - part time	24.24	28.91	4.85	4.89	
	Per hour	4.84	5.77	4.72	4.73	
	Children's Centres - Hall / Room Hire - per hour	20.00	20.00	0.00	0.00	No increase to remain competitive
	Educational Psychology - Commissioned Service - daily rate	560.00	672.00	3.70	3.70	Cost recovery
<b>Corporate Core</b>	Street naming and numbering - per Street name	200.00	200.00	17.65	17.65	Further to a review, plus benchmarking with comparative authorities, a new set of charges more favourable to the individual plus a normalising across properties were proposed and delegated decision approved 16th October 2018
	<b>Development Re-plan - Street naming and numbering</b>					
	Per case, house, flat, unit, street name	20.00	300.00	-11.76	66.67	
	<b>Planning</b>					
	Local Land Charges Fees	2.75	202.75	14.58	15.38	15% increase (approx) to cover inward investment of replacement system (rounded for ease of customer use)
	<b>Planning pre-application advice</b>					
	Enlargement, Improvement or other alteration to an existing dwelling and any other development proposed within the curtilage of a dwelling - Letter only	120.00	120.00	16.96	16.96	
	Enlargement, Improvement or other alteration to an existing dwelling and any other development proposed within the curtilage of a dwelling - Meeting with follow-up letter	180.00	180.00	16.89	16.89	
	Residential dwellings - Letter only	78.00	720.00	-88.31	16.98	
	Residential dwellings - Meeting with follow-up letter	240.00	10000.00	16.50	38.05	
	Highways Input on residential pre-applications	120.00	180.00	14.29	16.13	
	Commercial Developments (use classes B1,B2,B8 and A1-A5)	20% of a full application fee	20% of a full application fee + £100	N/A	N/A	Increased fee to cover Planning Officer time
	Developments for use class C1, C2, D1 and D2	20% of a full application fee	20% of a full application fee + £100	N/A	N/A	
	Change of use of existing build/land with no increase in floor space	300.00	420.00	16.67	16.73	
	Agricultural developments	72.00	720.00	16.12	17.07	
	Building for equestrian purposes	600.00	720.00	16.50	17.07	
	Construction of carparks, service roads and other means of access to land	132.00	198.00	14.79	16.47	
	Advertisements	120.00	180.00	14.29	16.13	
	Request for confirmation that an Extant Enforment Notice has been complied with	240.00	240.00	17.08	17.08	
	Planning Obligation Fees	1600.00	2300.00	18.52	27.78	Increase covers proactive management of delivery of projects
	<b>Planning Applications</b>					
	Application for Permission in Principle - for each 0.1 hectare (or part thereof)	402.00	402.00	0.00	0.00	New Fees
	Planning Applications	96.00	206.00	N/A	N/A	
	Planning Performance Agreement (PPA'S) Fees - set by PPA calculator	100.00	200000.00	N/A	N/A	New Fees - Replacing old PPA Schedule of costs

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	Invalid Application Return Fees	26.00	256.50	-13.33	71.00	Business Case with Gleeds altered fees
	<b>Library Services</b>					
	<b>Hire Fees and Loan Periods</b>					
	Speaking word CDs - 3 week loans	2.50	2.50	0.00	0.00	Increase costs will deter use
	Reading Group Sets - 6 week loans	8.00	8.00	14.29	14.29	Market can bear it - bringing into line with other authorities
	Fines - per day	0.10	0.30	15.38	100.00	Market can bear it - bringing into line with other authorities
	Photocopying and FAX	0.20	3.00	0.00	0.00	Increase costs will deter use
	<b>Computers</b>					
	Use of - per half hour	1.30	1.30	0.00	0.00	Increase costs will deter use
	Printing and scanning - per page/scan	0.25	1.00	0.00	0.00	
	<b>Reservations</b>					
	Items from MK stock - per item	0.85	0.85	6.25	6.25	Small increase to reflect what the market can bear
	Items from SELMS partner's stock - per item	3.00	3.00	0.00	0.00	Library is within a consortium and fee cannot be increased without agreement from all partners
	<b>Other charges</b>					
	Business and Family Research - per enquiry	7.20	12.00	20.00	100.00	Increase to reflect what the market can bear
	Laminating	1.20	1.80	20.00	20.48	Small increase to reflect what the market can bear
	<b>School Library Service (SLS)</b>					
	Premium SLS Subscription - per pupil	13.70	13.70	0.74	0.74	Small increase to reflect what the market can bear
	Standard SLS Subscription - per pupil	8.35	8.35	1.21	1.21	
	Lost resources charges - books and library cards	2.00	4.00	0.00	0.00	Increase costs will deter use
	Court Costs Charged to Local Taxation Defaulters	30.00	72.50	-4.17	0.00	Set with agreement with magistrate in accordance with reasonable costs guidelines
	Penalty charges for late payment in commercial transactions	Amounts charged vary depending on value of debt	Amounts charged vary depending on value of debt	N/A	N/A	Set with magistrate agreement
	<b>Legal Charges</b>					
	Legal advice and service charges	144.00	144.00	0.00	0.00	The fees remain static to stay in line with the current market place
	Legal case bundles - per sheet	0.20	0.20	0.00	0.00	
	Sponsorship of roundabouts and flagpoles	120.00	6000.00	0.00	0.00	The fees remain static to stay in line with the current market place
	<b>Film Location Charges</b>					
	Application Fee - per application	36.00	180.00	0.00	0.00	The fees remain static to stay in line with the current market place
	Filming Fee - per day	180.00	600.00	0.00	0.00	
	Buildings Contracts - 12% added to Materials and Contractors per Job	0.12	0.12	0.00	0.00	This is an inherited service market rate %, which would allow for an administrative and profit fee margin, whilst keeping in the range of mark up of our competitors. ( Historically benchmarked with other Local Authorities).
	<b>Homelessness</b>					
	Emergency Bed & Breakfast Accommodation for families/individuals	17.31	17.31	0.00	0.00	These are linked with LHA rates - no change
	Hostel Rent - per night	TBC	TBC	TBC	TBC	Draft figures to be provided by Housing late November
	PSL Ambassador House - payments for water and gas per week	TBC	TBC	TBC	TBC	
	<b>Private Sector Housing</b>					
	Statutory Notice Scheme	220.00	220.00	0.00	0.00	5 year average set until March 2020
	Houses of Multiple Occupancy - per licence	300.00	300.00	0.00	0.00	
	Immigration Inspections - per case	114.00	114.00	0.00	0.00	
	Costs for Smoke & CO2 Regs - fixed cost first and second offence - per case	686.40	686.40	0.00	0.00	
	Traveller site rent - per plot	86.34	118.96	0.00	0.00	To be reviewed in 2020
	<b>Rents</b>					
	Average Shared Ownership full equivalent Dwelling Rent (follows prior years Tenant increase) - per week (50 week)	82.82	82.82	-1.00	-1.00	1% Rent cut inline with prior years Tenant Dwelling stock rent cut
	Garage rents - non-VATable and VATable - per week	11.79	14.15	0.00	0.00	To remain unchanged until the feasibility study is concluded
	Carport rents - non-VATable and VATable - per week	2.33	2.80	0.00	0.00	
	<b>Service Charges</b>					
	Communal Cleaning and Utilities - target per week	TBC	TBC	TBC	TBC	Part of SX3 Rents build. Draft figures to be provided late November - final will be Jan 2019
	Personal Utility Charges - Sheltered Housing Tenants - target per week	TBC	TBC	TBC	TBC	
	Digital TV Aerial maintenance charge - per week	0.10	0.10	0.00	0.00	No change - Wider review to be undertaken for 2020-21
	Fees for tenant references - for mortgages - per case	30.00	30.00	0.00	0.00	The fees remain as is inline with the current market place

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<b>Housing and Community - HRA</b>	Commercial rents - annual charge per letting	Variable charge	Variable charge	Variable charge	Variable charge	Variable charge
	Other service charges: rechargeable repairs, leaseholder service charges and major works	Variable charge	Variable charge	Variable charge	Variable charge	Variable charge
	Land Purchase Enquiries - Pre-Assessment Application	100.00	100.00	26.58	26.58	Increases reflect the resources allocated to the case
	<b>Leaseholder Fees</b>					
	Leasehold & Shared Ownership Retrospective Consent to Alterations - per enquiry	80.00	80.00	0.00	0.00	The fees remain as is inline with the current market place
	Ex Council property - Covenant Consent - per application	50.00	50.00	56.25	56.25	Increases reflect the resources allocated to the case
	Leasehold Solicitor's Enquiries (re-mortgage or resale) - per enquiry	75.00	100.00	0.00	0.00	The fees remain as is inline with the current market place
	Leasehold Subletting Fee - per sublet	10.00	10.00	0.00	0.00	rate of £10 (it is set in the lease but it can vary from £5 to £20 dependar
	Leasehold Extension/ Shared Ownership Leasehold Extension - Admin Fee - per application	750.00	750.00	0.00	0.00	The fees remain as is inline with the current market place
	Leasehold Extension/ Shared Ownership Leasehold Extension - Valuation Fee - per application	526.00	526.00	5.20	5.20	Increases reflect the resources allocated to the case
	<b>Shared Ownership</b>					
	Shared Ownership Enquiries and Assignment Fees	75.00	200.00	0.00	0.00	The fees remain as is inline with the current market place
	Shared Ownership Staircasing Valuation - per valuation	Variable charge	Variable charge	Variable charge	Variable charge	Variable charge
	<b>Notices</b>					
	Notice of Transfer	40.00	40.00	0.00	0.00	The fees remain as is inline with the current market place
	Notice of Charge / Mortgage	40.00	40.00	0.00	0.00	
Letter/Deed of Postponement	75.00	75.00	0.00	0.00		
Deed of Variation/Rectification	850.00	850.00	0.00	0.00		
TV licence charges for Sheltered Housing Schemes - annual charge	7.50	7.50	0.00	0.00	This is the cost that we are charged, which we pass on to the client	
Key Charges - per key	5.50	22.00	0.00	0.00	Fees were increased last year and the cost of the keys/fobs hasn't changed since, so no reason to increase the recovered costs	