

**Resources Fees & Charges 2017/18**

**Appendix 3**

	Agreed charges 2016/17			%	Basis for charging	Legislation / Power to Charge	Proposed charges 2017/18			%	Legislation giving power to charge	Basis for charging
	Basic	VAT	Total	% Change			Basic	VAT	Total	% Change		
	£	£	£	2016/17			£	£	£	2017/18		
<b>1. Payroll Commissions</b>												
Deductions of Union Dues from Pay (excl VAT)	2.50%	0.00	2.50%	0.00%	Discretionary	Legislation	2.50%	0.00	2.50%	0.00%		
Admin fee – attachment of earnings (excludes VAT) per deduction	1.00	0.00	1.00	0.00%	Statutory	Legislation	1.00	0.00	1.00	0.00%	s7(4)(a) Attachment of Earnings Act 1972	Statutory prescribed
<b>2. Helpline &amp; Telecare</b>												
<b>Option A</b>												
commission fee	180.00	0.00	180.00	0.00%	Discretionary	Power to charge	180.00	0.00	180.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
weekly	2.73	0.00	2.73	0.00%	Discretionary	Power to charge	2.73	0.00	2.73	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Quarterly	35.49	0.00	35.49	0.00%	Discretionary	Power to charge	35.49	0.00	35.49	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
<b>Option B</b>												
weekly	5.38	0.00	5.38	0.00%	Discretionary	Power to charge	5.38	0.00	5.38	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Quarterly	69.94	0.00	69.94	0.00%	Discretionary	Power to charge	69.94	0.00	69.94	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
<b>Telecare</b>												
Fall detectors	75.00	0.00	75.00	0.00%	Discretionary	Power to charge	75.00	0.00	75.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Bed sensors-Tim Control	100.00	0.00	100.00	0.00%	Discretionary	Power to charge	100.00	0.00	100.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Bed sensors-Mattress	35.00	0.00	35.00	0.00%	Discretionary	Power to charge	35.00	0.00	35.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Bed sensors- over bed Mattress	80.00	0.00	80.00	0.00%	Discretionary	Power to charge	80.00	0.00	80.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Property exit sensors	220.00	0.00	220.00	0.00%	Discretionary	Power to charge	220.00	0.00	220.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Medical prompts	100.00	0.00	100.00	0.00%	Discretionary	Power to charge	100.00	0.00	100.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Medical prompts-tipper	50.00	0.00	50.00	0.00%	Discretionary	Power to charge	50.00	0.00	50.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Medical prompts-cartridges	20.00	0.00	20.00	0.00%	Discretionary	Power to charge	20.00	0.00	20.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Smoke detectors	45.00	0.00	45.00	0.00%	Discretionary	Power to charge	45.00	0.00	45.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Epilepsy sensors	280.00	0.00	280.00	0.00%	Discretionary	Power to charge	280.00	0.00	280.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
Radio Pullcard	75.00	0.00	75.00	0.00%	Discretionary	Power to charge	75.00	0.00	75.00	0.00%	s93 Local Government Act 2003/Localism Act	Discretionary
<b>3. Concessionary Travel</b>												
Blue Badges	10.00	0.00	10.00	0.00%	Statutory	Legislation	10.00	0.00	10.00	0.00%	Regulation 6(1) -Disabled Persons(Badges for Motor Vehicles)(England)Regulations 2000	Statutory Prescribed

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Replacement Freedom Cards	10.00	0.00	10.00	0.00%	Statutory	Legislation	10.00	0.00	10.00	0.00%						
Replacement Taxi Cards	10.00	0.00	10.00	0.00%	Statutory	Legislation	10.00	0.00	10.00	0.00%						
<b>Legal</b>																
<b>Legal and Governance</b>																
							All Legal charges for 2017/18 will be subject to a separate review and will be amended as a portfolio holder decision in year.									
<b>4. Local Land Charges</b>																
Additional Enquiries - Part I (inclusive of Official Statutory £6 fee)	208.00	0.00	208.00	4.00%	Discretionary											
Additional Parcel	8.50	0.00	8.50	6.25%	Discretionary											
Additional Enquiries - Part II	23.00	0.00	23.00	4.55%	Discretionary											
Additional Enquiries - Added by Solicitors	26.00	0.00	26.00	4.00%	Discretionary											
NLIS search - Part I	208.00	0.00	208.00	4.00%	Discretionary											
<b>5. Copying Documents</b>																
A4 per page	0.10	0.02	0.12	0.00%	Discretionary											
A3 per page	0.23	0.05	0.28	2.22%	Discretionary											
Note: previous rate for A3 copies was set the same as A4 in error. Rates for copy charges aligned to those in Environment & Enterprise																
<b>6. Registration Services</b>																
<b>6a. Citizenship Ceremonies</b>																
Private Ceremony (individual) first family member	120.00	0.00	120.00	0.00%	Discretionary											
Private ceremony additional family member (adult) per person	70.00	0.00	70.00	0.00%	Discretionary											
Private ceremony (couples)	190.00	0.00	190.00	0.00%	Discretionary											
Group ceremony (Statutory)	80.00	0.00	80.00	0.00%	Discretionary											
Photograph	15.00	0.00	15.00	0.00%	Discretionary											
<b>6b. Additional Ceremonies</b>																
Naming (Moat Room) Mon to Fri	141.67	28.33	170.00	0.00%	Discretionary											
Naming (Moat Room) Sat	166.67	33.33	200.00	0.00%	Discretionary											
Naming (Moat Room) Sun & BH	208.33	41.67	250.00	0.00%	Discretionary											
Naming (external venues) Mon to Fri	166.67	33.33	200.00	0.00%	Discretionary											
Naming (external venues) Sat	208.33	41.67	250.00	0.00%	Discretionary											
Naming (external venues only) Sun & BH	250.00	50.00	300.00	0.00%	Discretionary											
Renewal of Marriage Vows / Commitment ceremony (new service (Moat Room) Mon to Fri	141.67	28.33	170.00	0.00%	Discretionary											
Renewal of Marriage Vows / Commitment ceremony (new service) (moat Room) Sat	166.67	33.33	200.00	0.00%	Discretionary											
Renewal of Marriage Vows / Commitment ceremony (new service) (Moat Room) Sun	208.33	41.67	250.00	0.00%	Discretionary											
Renewal of Marriage Vows / commitment ceremony (new service) Mon to Fri (external venues).	166.67	33.33	200.00	0.00%	Discretionary											

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Renewal of Marriage Vows / Commitment Ceremony (new service) external venue Sat	208.33	41.67	250.00	0.00%	Discretionary							
Renewal of Marriage Vows / Commitment ceremony (new service) Sun & BH (external venues).	250.00	50.00	300.00	0.00%	Discretionary							
<b>6c. Nationality Checking Service (incl VAT)</b>												
Individual Applicant (Mon-Fri)	50.00	10.00	60.00	0.00%	Discretionary							
Married Couple (Mon-Fri)	100.00	20.00	120.00	0.00%	Discretionary							
Married Couple & 2 Minors (Mon-Fri)	158.33	31.67	190.00	0.00%	Discretionary							
Each additional Minor (Mon-Fri)	29.17	5.83	35.00	0.00%	Discretionary							
Individual Minor independent of parent (Mon-Fri)	29.17	5.83	35.00	0.00%	Discretionary							
Civil Partnership Couple (Mon-Fri)	100.00	20.00	120.00	0.00%	Discretionary							
Civil Partnership & 2 adopted minors	158.33	31.67	190.00	0.00%	Discretionary							
<b>6d. Marriage &amp; Civil Partnerships</b>												
Conduct Civil Marriages / Civil Partnerships at Moat room (Mon-Fri)	110.00	0.00	110.00	0.00%	Discretionary							
Conduct Civil Marriages/CPs at Civic Centre Moat Room (Saturday)	180.00	0.00	180.00	0.00%	Discretionary							
Conduct Civil Marriages/CPs at Civic Centre Middlesex Room (Saturdays)	450.00	0.00	450.00	0.00%	Discretionary							
Conduct Civil Marriages/CPs at Civic Centre Council Chamber (Saturdays)	450.00	0.00	450.00	0.00%	Discretionary							
Conduct Civil Marriages/CPs at Civic Centre Middlesex Room (Sundays)	500.00	0.00	500.00	0.00%	Discretionary							
Conduct Civil Marriages/CPs at Civic Centre Council Chamber (Sundays)	500.00	0.00	500.00	0.00%	Discretionary							
Licensing of premises for conduct of civil marriages / Civil partnerships (3 year period)	1,400.00	0.00	1400.00	0.00%	Discretionary							
Licence admin fee (each change of approval / responsible person/holder)	120.00	0.00	120.00	0.00%	Discretionary							
Conduct Civil Marriages/CP's at outside premises (Mon-Fri)	450.00	0.00	450.00	0.00%	Discretionary							
Conduct Civil Marriages/CP's at outside premises (Saturdays)	450.00	0.00	450.00	0.00%	Discretionary							
Conduct Civil Marriages/CP's at outside premises (Sundays and Bank Holidays)	500.00	0.00	500.00	0.00%	Discretionary							
<b>7. Copies of Register of Electors (all statutory)</b>												
Hard Copy for Non- Electoral Purposes – Basic Charge	10.00	0.00	10.00	0.00%	Statutory							
Hard Copy – Plus cost for 1,000 names	5.00	0.00	5.00	0.00%	Statutory							
Data Copy for Non-Electoral Purposes – Basic Charge	20.00	0.00	20.00	0.00%	Statutory							
Data Copy – Plus cost for 1,000 names	1.50	0.00	1.50	0.00%	Statutory							
<b>8. Register of Births, Deaths, Marriages &amp; Civil</b>												
For entering Notice of Marriage	35.00	0.00	35.00	0.00%	Statutory							
Notice of Civil Partnership	35.00	0.00	35.00	0.00%	Statutory							

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For the attendance of a Superintendent Registrar to take Notice of Marriage or Civil Partnership of a housebound or detained person	47.00	0.00	47.00	0.00%	Statutory							
For a Superintendent Registrar to attend outside his office for the marriage and civil partnership of a housebound or detained person	84.00	0.00	84.00	0.00%	Statutory							
For a Registrar to attend a marriage at a register office	46.00	0.00	46.00	0.00%	Statutory							
For a Registrar to attend a Civil Partnership at a register office	46.00	0.00	46.00	0.00%	Statutory							
For a Registrar to attend outside his office for the marriage and civil partnership of a housebound or detained person	84.00	0.00	84.00	0.00%	Statutory							
Certification for worship and registration for marriages of Place of Meeting or Religious Worship	29.00	0.00	29.00	0.00%	Statutory							
Registration of religious buildings for solemnisation of marriages	123.00	0.00	123.00	0.00%	Statutory							
<b>9. Certificates (all statutory)</b>												
Standard certificate (RBD/AR) at registration.	4.00	0.00	4.00	0.00%	Statutory							
Short certificate of birth at registration.	Free	0.00	Free		Statutory							
Birth certificate historical (short or standard) (additional) after registration.	10.00	0.00	10.00	0.00%	Statutory							
Certificates for certain statutory purposes after registration (prior to completion of register).	7.00	0.00	7.00	0.00%	Statutory							
Standard Death certificate (RBD/AR) at registration.	4.00	0.00	4.00	0.00%								
Death certificate historical after registration.	10.00	0.00	10.00	0.00%	Statutory							
<b>10. Freedom of Information Act (set by ICO)</b>												
Where meeting a request is likely to cost in excess of £450, the Council can seek to recover the whole cost (subject to agreement of the requester), (plus VAT if applicable). In accordance with ICO guidance, a maximum allowed charge of £25 per hour for staff time for the extra work will be applied.	£450 min plus £25 ph over 18 hours	0.00	£450 min plus £25 ph over 18 hours	0.00%	Statutory							

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				2016/17				2017/18				

**Statutory prescribed** - legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e set eg. £100 or (b) the range is prescribed.

**Statutory discretionary (or statutory costs recovery)** - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

**Discretionary** – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011