



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

WEDNESDAY, 4TH MARCH 2009, AT 6.00 P.M.

THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

SUPPLEMENTARY DOCUMENTATION

The attached papers are an additional item to be added to the Agenda previously distributed relating to the above mentioned meeting.

19(a) Fees and Charges 2009/10 (Pages 1 - 16)

K. DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

27th February 2009

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BROMSGROVE DISTRICT COUNCIL

CABINET

4TH MARCH 2009

Fees & Charges 2009/10

Responsible Portfolio Holder	Councillor Geoff Denaro
Responsible Head of Service	Jayne Pickering – Head of Financial Services

1. SUMMARY

- 1.1 To set out the fees and charges to be levied on services provided by the Council as used as the basis for income targets in the medium term financial plan 2009/10-2011/12.

2. RECOMMENDATION

- 2.1 It is recommended that Cabinet approve the fees and charges as presented in Appendix A.

3. BACKGROUND

- 3.1 The Medium Term financial plan was approved by Council in January 2009. The income targets as included in the budget were prepared following detailed reviews of the level of income generated and the comparison between charges levied by Bromsgrove and other districts.
- 3.2 Heads of Service and budget holders have assessed the level of fees and these are included in Appendix A
- 3.3 The level of charges have been used to calculate the financial impact of the revised income targets and included in the Medium Term Financial Plan as approved by members.
- 3.4 It is proposed that the revised fees and charges will be advertised to the public within approved deadlines with a start date of 1st April 2009 or 1st May 2009 dependant on the notice period required prior to implementation.
- 3.5 The charges reported in Appendix A include VAT at 15%, where standard rate VAT is applicable. A further report will be presented to Cabinet when additional clarification has been received from HMRC, as to any further required changes to the VAT rate applied.

4 FINANCIAL IMPLICATIONS

4.1 The financial impact of charging the attached fees are included in the medium term financial plan as approved.

5 LEGAL IMPLICATIONS

5.1 There are no legal implications.

6 CORPORATE OBJECTIVES

6.1 The increase in fees and charges will enable the resources to be made available to fund the priority areas in the district.

7 RISK MANAGEMENT

7.1 The main risks associated with the details included in this report are:

- *Failure to effectively monitor the income budget with the potential shortfalls to income*

These risks are being managed as follows:

- Failure to effectively monitor the income budget with the potential shortfalls to income

Risk Register: Financial Services

Key Objective Ref No: 9

Key Objective: Effective VFM culture and compliant procurement best practices

8 CUSTOMER IMPLICATIONS

8.1 The implementation of the revised fees and charges will be notified in advance to the customer to ensure that all users are aware of the new charges and any concessions available to them.

9 OTHER IMPLICATIONS

Procurement Issues – None
Personnel Implications – None
Governance/ Performance Management – None
Community Safety including section 17 of Crime and Disorder Act 1998 – None
Policy – None
Environmental – None
Equalities and Diversity – None

10. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	Yes
Acting Chief Executive	Yes
Corporate Director (Services)	Yes
Assistant Chief Executive	Yes
Head of Financial Services	Yes
Head of Legal and Democratic Services	Yes
Head of Organisational Development & HR	Yes
Corporate Procurement Team	Yes

11. **APPENDICES**

Appendix A – Fees and Charges

12. **BACKGROUND PAPERS**

None

CONTACT OFFICER

Name: Jayne Pickering
 Email: j.pickering@bromsgrove.gov.uk
 Tel: 01527 881207

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		Appendix A	
BROMSGROVE DISTRICT COUNCIL			
Scale of Charges 1st April 2009			
SERVICE CATEGORY		Charge as at 1st December 2008	Charge as at 1st April 2009
ELECTORAL REGISTRATION			
Register Sales*			
In data form			
- basic fee		20.00	20.00
- for each 1,000 names or part thereof		1.50	1.50
In printed form			
- basic fee		10.00	10.00
- for each 1,000 names or part thereof		5.00	5.00
Marked Election Register Sales*			
In data form			
- basic fee		10.00	10.00
- for each 1,000 names or part thereof		1.00	1.00
In printed form			
- basic fee		10.00	10.00
- for each 1,000 names or part thereof		2.00	2.00
Miscellaneous Charges			
Labels			
- basic fee		10.00	10.25
- for each 1,000 properties or part thereof		5.00	5.13
Street List		10.00	10.25
<i>*This charge is determined by the Representation of the People Regulations 2001</i>			
Land search fees are to remain at 2006/07 levels from 1st April 2007 but will be subject to change following announcements from Central Government.			
LAND SEARCHES			
NLIS Searches			
- standard search fee (incl. LLC1 and Con29 Pt1)		97.38	99.81
- official certificate of search (LLC1 only)		4.10	4.20
- each additional property/parcel of land		18.45	18.91
- each optional enquiry (Con29 Pt2)		16.91	17.34
- supplementary enquiries (per question)		41.00	42.03
Non-NLIS Searches			
- standard search fee (incl. LLC1 and Con29 Pt1)		97.38	99.81
- official certificate of search (LLC1 only)		6.15	6.30
- each additional property/parcel of land		18.45	18.91
- each optional enquiry (Con29 Pt2)		16.91	17.34
- supplementary enquiries (per question)		41.00	42.03
Personal search fee		15.38	To be confirmed with new legislation
TAXI LICENSING			
- Hackney Carriage		282.00	290.00
- Private Hire		258.00	265.00
- Private Hire Operator		267.00	275.00
- HC/PH Drivers Licence		85.00	87.00
- Mid-Term vehicle test		51.00	53.00
- Vehicle Re-test if MOT certificate is required			as per VOSA
- Meter Test		21.50	22.00
- conversion of vehicle licence to P/H or H/C		38.00	40.00
- Replacement vehicle plate		11.00	11.00
- Replacement Driver's Licence		6.50	6.50
- Trailer Test		18.50	19.00
- Transfer of ownership of licensed vehicle		21.00	21.50
- Criminal Bureau Check			37.00
LEGAL			
Legal work (per hour)		90.00	90.00
RTB		180.00	180.00
RTB purchasers			
Retrospective Consent		100.00	100.00
Issuing of consents (transfer of mortgage)		50.00	50.00
Section 106:			
-Private Owner		250.00	250.00
-Developer 6 or less properties		500.00	500.00
-Developer 6 or more properties		750.00	750.00

SERVICE CATEGORY	Charge as at 1st December 2008	Charge as at 1st April 2009
GENERAL LICENSING		
Licensing Act 2003		
Gambling Act Fees- <i>see seprate tab- First Draft Gambling Fees</i>		
Premises/Club Registration- <i>see separate tab- Fees Licensing</i>		
Misc Licensing Act Fees- <i>see separate tab- Fees Licensing</i>		
Street Trading	15.50	under review
Animal Boarding	205.00	210.00
Dog Breeding establishments	200.00	205.00
Dangerous wild animals	200.00	205.00
Pet Shops	205.00	210.00
Riding Est.	205.00	210.00
Zoo	83.00	85.00
Game Dealers	17.50	18.00
Tattooing/ ear piercing/ electolosis/ acupuncture		
Premises	109.00	112.00
Practitioners	66.00	68.00
SHORT-STAY CAR PARKS		
Churchfields Multistorey (part)		
Hanover Street (part)		
New Road		
Parkside		
Recreation Road South		
Windsor Street		
CAR PARKS		
Car Park charges will apply from 1st July 2007		
Car Park charges apply between 8.00am to 10.00pm everyday		
Bromsgrove Station		
All day	3.00	3.00
Churchfields Multistorey		
Not exceeding one hour	0.70	0.70
Not exceeding two hours	1.40	1.40
All day	3.00	3.00
Dolphin Centre		
Not exceeding one hour	0.70	0.70
Not exceeding two hours	1.40	1.40
Not exceeding three hours		
All day	4.00	4.00
Hanover Street		
Not exceeding one hour	0.80	0.80
Not exceeding two hours	1.60	1.60
Not exceeding three hours	2.40	2.40
All day	4.00	4.00
New Road		
Not exceeding 30 minutes	0.40	0.40
Not exceeding one hour	0.70	0.70
Not exceeding two hours	1.40	1.40
Not exceeding three hours	2.10	2.10
Not exceeding four hours	2.80	2.80
Not exceeding five hours	3.50	3.50
Parkside		
Not exceeding 30 minutes	0.40	0.40
Not exceeding one hour	0.70	0.70
Not exceeding two hours	1.40	1.40
Not exceeding three hours	2.10	2.10
Not exceeding four hours	2.80	2.80
Not exceeding five hours	3.50	3.50
Recreation Road North		
Not exceeding one hour	0.70	0.70
Not exceeding two hours	1.40	1.40
Not exceeding three hours	2.10	2.10
All day	4.00	4.00
Recreation Road South		
Not exceeding 30 minutes	0.40	0.40
Not exceeding one hour	0.70	0.70
Not exceeding two hours	1.40	1.40
Not exceeding three hours	2.10	2.10
Not exceeding four hours	2.80	2.80
Not exceeding five hours	3.50	3.50
School Drive		
Not exceeding one hour	0.70	0.70
Not exceeding two hours	1.40	1.40
Not exceeding three hours	2.10	2.10
All day	3.00	3.00
Stourbridge Road		
Not exceeding one hour	0.70	0.70
Not exceeding two hours	1.40	1.40
All day	3.00	3.00
Windsor Street		
Not exceeding 30 minutes	0.40	0.40
Not exceeding one hour	0.80	0.80
Not exceeding two hours	1.60	1.60
Season Tickets (valid at long stay car parks only)		
Annual	300.00	300.00
Quarterly	75.00	75.00
Season Tickets (valid at Stourbridge Road car park only)		
Annual	200.00	200.00
Quarterly	50.00	50.00
Excess Parking Charges		
If paid within fourteen days	35.00	35.00
Otherwise	70.00	70.00

SERVICE CATEGORY	Charge as at 1st December 2008	Charge as at 1st April 2009
Car Park charges only apply between 8.00am to 10.00pm everyday		
SPORTS CENTRES (including DOLPHIN CENTRE)		
Swimming (single admission)		
- Senior Citizens (8.00-9.00am/2.00-4.30pm) disabled/under 2's.	FREE	FREE
- Adults	2.94	3.00
- Juniors/Senior citizens (except as above)	2.15	2.10
Swimming (monthly ticket)		
- Adults	23.00	N/A
Spectators		
	0.98	1.00
Swimming lessons (per lesson)		
- Adult	5.10	5.10
- Junior	4.25	4.25
- Mother & toddler	4.00	4.10
Fitness Suite (based on Phase 2 requirements)		
- per hour	4.89	4.75
-monthly direct debit	N/A	28.00
- induction/membership Direct Debit	27.40	10.00
-induction/membership pay and play	N/A	20.00
Badminton		
- per hour	7.44	7.50
- racket hire (plus £2.00 deposit)	1.22	1.30
Squash (per court per 40 minutes)		
	6.85	N/A
Tennis Courts (per court per hour)		
- Adult	6.36	N/A
- Junior	4.40	N/A
Cricket		
- nets (1 hour, 3 bays)	45.02	47.00
Table Tennis (per hour)		
	4.40	4.50
Sports Hall (per hour)		
	45.02	47.00
Gymnasium (per hour)		
	35.23	N/A
Viewing Gallery hire (per hour)		
	24.47	25.00
Dance Studio per Hour		
	N/A	25.00
Training Room hire (per hour)		
	35.23	36.00
Galas (clubs & voluntary)		
- first 3 hours	185.96	190.00
- additional rate, per hour	58.72	62.50
Lane swimming		
	8.32	8.00
School swimming (per hour)		
- large pool	41.11	44.00
- small pool	24.96	27.00
Clubs (per hour)		
- large pool	41.11	44.00
- small pool	31.32	27.00
Membership (per year) - pre-Phase 2 only		
- adult BDC resident	N/A	N/A
- junior BDC resident	N/A	N/A
- adult non-resident	N/A	N/A
- junior non-resident	N/A	N/A
<i>Primary Sports Project</i>	1.95	1.95
<i>School Curriculum Session (Per hour)</i>	15.50	16.50
<i>Community Sports Coach Session</i>	15.50	16.50
<i>Sports Specific Coaching</i>	3.85	3.95
<i>Multi Sports Coaching</i>	3.35	3.45
A reduction of 50% of the Adult charge is available to those in receipt of income support, Housing Benefit, Council Tax Benefit and disabled people and their carers.		
These reductions are available at off peak times only, which are Monday to Friday 9am to 4.30pm, all day Saturday and Sunday.		
Charges for combined activities, courses parties, special promotions etc are delegated to the Head of Culture and Community Services.		
The above rates are for non-commercial hirers, and the Head of Culture & Community Services has authority to vary them as appropriate. Charges to commercial hirers are decided by negotiation		

SERVICE CATEGORY	Charge as at 1st December 2008	Charge as at 1st April 2009
SANDERS PARK		
Tennis Courts (per court per Hour)		
- Adult	6.36	6.50
- Junior/Senior Citizen	4.40	4.00
Bowls		
- Adult (per hour)	5.53	5.65
- Adult (season ticket)	46.98	48.00
- Junior (per hour)	2.79	2.85
- Junior (season ticket)	24.47	25.00
- Senior Citizen (per hour)	3.91	4.00
- Senior Citizen (season ticket)	34.26	35.00
Bromsgrove Town Bowling Club		
- for season (exclusive use on present basis)	2280.43	2330.00
- additional use, Sundays (per rink)	27.89	29.50
- additional use, other days (per rink)	19.57	21.00
Putting		
- Adult	1.96	2.00
- Junior/Senior Citizen	0.98	1.00
OTHER RECREATION GROUNDS AND OPEN SPACES		
Football Pitch (without changing facilities)		
- adult (per game)	24.47	25.00
- junior (per game)	13.70	14.00
Changing Facilities		
- adult	34.26	35.00
- junior	18.60	19.00
Boleyn Road, Frankley		
- fairs (per day)	310.00	325.00
- deposit	1250.00	1500.00
Market Street Recreation Ground		
- fairs (per day)	310.00	325.00
- deposit	1250.00	1500.00
<i>One free day is allowed for each of the above bookings by fairs/circuses. Other hirings – charge to be decided at the time of application.</i>		
SPADESBOURNE SUITE		
For charges applicable from 1st April 2009, see separate tab Spadesbourne Suite.		
PRODUCE AND RETAIL MARKET		
Antiques market (per weekly booking)	160.00	170.00
Water charge (permanent stalls, per week)	3.80	3.80
Hire of Market Hall (per occasion)		
- with tables	160.00	170.00
- without tables	266.50	270.00
Farmers Market		
High Street Market Tuesday and Fridays	N/A	35.00
High Street Market Saturdays	N/A	40.00
ALLOTMENTS (one year's notice of increase is required to existing tenants, therefore the rates shown in each column are payable from the FOLLOWING year.		
- Rent per acre equivalent to 0.404685 hectares	600.00	630.00
- Rent per 3/4 acre equivalent to 0.303514 hectares	400.00	416.00
- Rent per 1/2 acre equivalent to 0.202342 hectares	240.00	247.50
- Rent per 1/4 acre equivalent to 0.101171 hectares	112.00	114.80
- Minimum charge	26.00	26.00
CEMETERY		
Interments in a grave		
- children aged under 1 month	FREE	FREE
- children aged 1 month - 14 years	FREE	FREE
- persons aged 15 and over	315.00	323.00
- extra charge for burials at 7ft.	110.00	113.00
- extra charge for burials at 9ft.	150.00	158.00
- extra charge for grave longer than 6'6" or wider than 2'0".	62.50	70.00
Interment in a bricked grave	385.00	405.00
Interment of cremated remains	120.00	123.00
Exclusive rights of burial (75-year grants)		
- adult grave space	900.00	923.00
- child grave space	165.00	165.00
- cremated remains plot	330.00	340.00
Renewal of expired dede (single fee charged in all cases)		
-Burial	205.00	215.00
-Cremated remains	105.00	110.00
Memorials		

SERVICE CATEGORY	Charge as at 1st December 2008	Charge as at 1st April 2009
-Memorial permit (North Bromsgrove Cemetery only)	32.00	33.00
-Memorial trees and plaque	180.00	185.00
-Memorial benches (maintenance charge)	No new benches allowed	
-Transfer of deed to new owner	22.00	22.00
-Genealogy search and plan (per half hour)	22.00	25.00
-Preparation of statutory declaration	80.00	83.00
-Plaque only on existing BDC Bench (time limited to 15 years)	50.00	50.00
Searches arising from indemnity of lost Deed of Assignment	14.68	18.00
Certified copy of entry	24.47	31.00
<i>The above charges for interments and exclusive rights of burial are trebled for non-residents of the District.</i>		
REFUSE COLLECTION		
Trade refuse		
- orange sacks (per roll)	57.24	64.43
- 660 litre eurobins (per bin, per year)	356.72	401.50
- 770 litre eurobins (per bin, per year)	368.68	414.96
- 1100 litre eurobins (per bin, per year)	517.40	582.35
- Extra trade waste collection (per visit)	36.21	44.04
Special collections - domestic		
- for up to 10 bags or equivalent	15.17	15.66
- large items (garden sheds etc.)	46.50	46.98
Special collections - commercial		
- for up to 1 tonne of waste	92.98	107.66
Litter and Dog Bins		
- 1st bin	12.72	13.36
- additional bin in the same geographical location	5.38	5.66
CESSPOOL EMPTYING		
Per 4,500 litres or part thereof		
- domestic premises	95.00	110.00
- business premises	95.00	110.00
Additional charges for laying pipes		
16 - 26 pipes	36.00	38.00
27 - 36 pipes	72.00	75.00
37 - 46 pipes	108.00	113.00
<i>Persons in receipt of housing benefit pay only 25% of the above charge for emptying after their second in the same financial year (1st April - 31st March).</i>		
LOCAL AIR POLLUTION CONTROL (LAPC)		
LOCAL AUTHORITY INTEGRATED POLLUTION PREVENTION AND CONTROL (LA-IPPC)		
Advice should be sought from the Chief Environmental Health Officer.		
PLANNING POLICY		
Local Plan		
Bromsgrove District Local Plan Proposals Map (adopted 13/1/04) *	15.37	15.50
Bromsgrove District Local Plan Written Statement (adopted 13/1/04) *	15.37	15.50
Bromsgrove Local Plan Inspector's Report (Mar'02) *	61.50	62.00
Local Development Framework		
Local Development Scheme *	10.25	10.50
Statement of Community Involvement Adopted *	10.25	10.50
Issues and Options Report (Core Strategy) *	10.25	10.50
Longbridge AAP Issues and Options *	FREE	FREE
Longbridge AAP Preferred Options *	FREE	FREE
Annual Monitoring Report (published Dec'06) *	10.25	10.50
Bromsgrove Town Centre Study		
Development Opportunities - Site Assessment *	35.87	36.00
Strategy and Policy Formulation *	41.00	41.50
Town Centre Study leaflet	FREE	FREE
Supplementary Planning Guidance (SPGs)		
SPG1 - Residential design guide *	5.12	5.50
SPG2 - Shop-fronts and advertisements PGN2 *	5.12	5.50
SPG4 - Conversion of rural buildings *	5.12	5.50
SPG5 - Agricultural buildings design guide *	5.12	5.50
SPG6 - Agricultural bldgs and occupancy conditions *	5.12	5.50
SPG7 - Extensions to Dwellings in the Green Belt	FREE	FREE
SPG8 - Alvechurch Village Design Statement *	10.25	10.50
SPG9 - Lickey & Blackwell Village Design Statement	FREE	FREE
SPG10 - Managing Housing Supply	FREE	FREE
SPG11 - Outdoor Play Space *	5.12	5.50
Monitoring Reports		
Housing land monitoring report	20.50	21.00
Employment land monitoring report	20.50	21.00
Self-build housing handbook	5.12	5.50
Housing Capacity Study (September 2004) *	20.50	21.00
Conservation Information		
Conservation Area Leaflets	FREE	FREE
The Chartist land plan	2.05	2.50
Conservation Area Appraisals	5.12	
Other Publications		
Information handbook	5.12	

SERVICE CATEGORY	Charge as at 1st December 2008	Charge as at 1st April 2009
<i>* These can be downloaded free from the Council's website: www.bromsgrove.gov.uk/localplanning.</i>		
DEVELOPMENT CONTROL		
Photocopies (per sheet)		
- A4 sheet (per sheet)	0.10	0.10
- A3 sheet (per sheet)	0.20	0.20
Copy decision notices	0.10	0.10
A0/A1 size print	10.00	10.00
A2/A3 size print	5.00	5.00
Planning Histories (per hour)	40.00	40.00
Sale of weekly planning lists *	N/A	N/A
<i>* These can be downloaded free from the Council's website: http://bromsgrove.whub.org.uk/home/bdcindex/bdc-planning/bdc-planning-applications/bdc-planning-recent-applications.htm?highlightTerm=weekly%20planning%20lists</i>		
BUILDING CONTROL		
<i>For charges applicable from 1st April 2009, see separate tab Building Regulations</i>		
HOUNDSFIELD LANE CARAVAN SITE		
Residential licences (per week)		
- licence charge	47.75	50.14
- water charge	6.61	6.94
Transit licences (per night)		
- nights 1-7	6.57	6.90
- nights 8-15	10.92	11.47
- subsequent nights (each)	10.92	11.47
Deposits		
- deposit for a permanent plot	250.00	250.00
STRATEGIC HOUSING		
Homeless persons' hostels		
- Single room (incl. 45p heating)	6.93	7.28
- Heating	0.45	0.47
- Two single rooms (incl. 70p heating)	10.65	11.18
- Heating	0.70	0.74
- Double room (incl. 70p heating)	10.65	11.18
- Heating	0.70	0.74
- More than one double room (incl £1.15 heating)	14.60	15.33
- Heating	1.15	1.21
Bed and breakfast		
- Single room	5.93	6.23
- Two single rooms	9.04	9.49
- Double room	9.04	9.49
- More than one double room	12.08	12.68
- breakfast		
- adult	1.68	1.76
- junior over 11 years	1.36	1.43
- junior under 11 years	1.05	1.10
- storage of effects (per night)	1.68	1.76
HMO Licensing Fees	325.70	341.99
RTB Plan Preparation for BDHT	88.73	93.17
LIFELINE		
Installation Fee	20.55	21.57
Hire of equipment (per week)	1.66	1.74
Monitoring charge (per week)	1.32	1.39
Pendent	78.30	50.00
Wrist Strap	2.94	3.00
Extension Lead	5.87	6.16
Lifeline unit	161.49	169.56
Power supply	26.91	28.25
LOCAL TAX COLLECTION		
Council Tax Court Costs	56.50	59.00
NNDR Court Costs	85.00	85.00
Magistrates' court fee (added to both council tax and NNDR Summons)	3.00	3.00

Fees- Gambling Act 2005

Premises Licence Fees - Discretionary

Type of Premises Licence	Application to vary	Application to transfer	New applications	Annual fee	Copy of licence	Notification of change	Reinstatement of licence	Provisional statement
Bingo Premises	922.50	630.00	1840.00	525.00	26.00	53.00	615.00	1794.00
Adult Gaming Centre	790.00	630.00	1050.00	525.00	26.00	53.00	615.00	1025.00
Family Entertainment Centre	525.00	500.00	1050.00	395.00	26.00	53.00	487.00	1025.00
Betting Premises (general)	790.00	630.00	1576.00	315.00	26.00	53.00	615.00	1537.50
Track	657.00	500.00	1280.00	525.00	26.00	53.00	487.00	1280.00
Temporary use notices	N/a	N/a	250.00	N/a	26.00	N/a	N/a	N/a

Permit fees - Statutory

Type of Permit	New applications	Annual fee	Renewal	Change of Name	Copy of Permit	Variation	Transfer
Family Entertainment Gaming Machine	£280	N/a	£280	£25	£15	N/a	N/a
Small Society Lottery	£40	£20	N/a	N/a	£15	£25	N/a
Club Gaming	£200	£40	£200	N/a	£15	£25	N/a
Club Gaming Machine	£200	£40	£200	£25	£15	£25	£25
Licensed Premises less than 2 gaming machines	£50	N/a	N/a	£25	£15	£25	£25
Licensed Premises more than 2 gaming machines	£150	£50	N/a	£25	£15	N/a	N/a
Prize gaming	£270	N/a	£100				

Fees - Licensing Act 2003

Personal Licence

The fee for a Personal Licence is £37.00

Premises Licence and Club Premises Certificate

The fees to be paid in respect of obtaining either a premises licence or a club premises certificate are as follows:

Band	A	B	C	D	E
Non- Domestic rateable value of premises	£0-£4,300	£4,301-£33,000	£33,001-£87,000	87001-£125,000	£125,001 and over
New applications and variations	£100	£190	£315	£450	£635
Annual Fee	£70	£180	£295	£320	£350

Property not subject to non-domestic rates will fall into Band A. Properties, which have not yet been constructed will fall into band C.

Those premises which fall into Band 'D' will be subject to two times the amount of fee payable as outlined above, whilst those premises which fall into Band 'E' will be subject to three times the amount of fee payable, **if they are used exclusively or primarily for the carrying on of the retail of alcohol for consumption on the premises**, i.e. large public houses.

Large Events

An additional fee will be charged where the maximum number of persons exceeds 5000 at a licensible event. Please contact the Licensing Section for further details.

Exemptions

Church Halls, Community Halls, Village Halls, or other similar building etc. are exempt from paying any fees for a premises licence authorising **ONLY** the provision of regulated entertainment. If the retail of alcohol is to be included in the Premises Licence, the full fee will be payable as outlined above.

No fees are payable by an educational institution, such as a school or a college (whose pupils/students have not attained the age of 19) for a premises licence authorising **ONLY** the provision of regulated entertainment providing that is for and on behalf of the educational institution.

There are however, a number of other fees and charges that must be paid by applicants, they are as follows:

Occasion on which fee may be payable	Fee
Application for copy of licence or summary on theft, loss etc	£10.50
Notification of change of name or address (holder of premises licence)	£10.50
Application to vary the Designated Premises Supervisor	£23.00
Application to transfer a premises licence	£23.00
Interim authority notice following death etc. of licence holder	£23.00
Application for making of a provisional statement	£315.00
Application for copy of certificate or summary on theft, loss etc	£10.50
Notification of change of name or alteration of club rules	£10.50
Change of relevant registered address of club	£10.50
Temporary Event Notices	£21.00
Application for copy of licence on theft, loss etc of temporary event notice	£10.50
Application for copy of licence on theft, loss etc of personal licence	£10.50
Notification of change of name or address (Personal Licence)	£10.50
Notice of interest in any premises	£21.00

Should you need assistance in determining which level of fee you are required to pay, please contact the Licensing Section on (01527) 881743 or (01527) 881405. Alternatively email - licensing@bromsgrove.gov.uk

In all cases, cheques must be made payable to 'Bromsgrove District Council'

BROMSGROVE DISTRICT COUNCIL - BUILDING CONTROL

Schedule 1 : Charge for new dwellings

Number of properties	Full plans submission Plan Charge (incl. VAT)	Full plans submission Inspection Charge (incl. VAT)	Building Notice charge (incl. VAT)
1	£176.25	£383.66	£559.91
2	£240.88	£530.03	£770.91
3	£317.25	£672.90	£990.15
4	£393.63	£773.34	£1,166.97
5	£475.88	£853.76	£1,329.64

When you will be using similar house types we can reduce our charges. For details of this reduction, or for a competitive quotation for more than 5 dwellings, please telephone : 01527 881402.

Schedule 2 : Charges for small buildings, extensions and alterations to dwellings

	Full plans submission Plan Charge (incl. VAT)	Full plans submission Inspection Charge (incl. VAT)	Building Notice charge (incl. VAT)
Putting up a detached or attached garage, carport, or both, which will be used with an existing building that has a floor area of:			
a) no more than 40sq.m	As per the Building Notice charge	As per the Building Notice charge	£150.62
b) more than 40sq.m but not more than 60sq.m	£110.00	£194.73	£304.73
Any extension where the total floor area is not more than 10sq.m	£110.00	£194.73	£304.73
Any extension where the total floor area is more than 10sq.m but is not more than 40sq.m	£110.00	£336.10	£446.10
Any extension where the total floor area is more than 40sq.m but is not more than 60sq.m	£110.00	£486.72	£596.72
Loft conversions costing up to £28,000	£110.00	£314.85	£424.85
Other domestic alterations less than £3,000 in value and which are separate from, but undertaken at the same time as an extension on the same application	£50.15	Included in Plan Charge	£50.15

If your extension is over 60 square metres or your loft conversion costs more than £28,000, the charge should be calculated by using the estimated cost of the work and schedule 3, but the charge cannot be less than the amount shown in schedule 2 for extensions up to 60 square metres or for loft conversions costing up to £28,000.

Schedule 3 : Charges for all other works

Estimated cost of work	FULL PLANS SUBMISSION		BUILDING NOTICES
	Plan Charge (incl. VAT)	Inspection Charge (incl. VAT)	Building Notice charge (incl. VAT)
£0 - £2,000	£141.45	Included in plan charge	£141.45
£2,000 - £5,000	£194.49	Included in plan charge	£194.49
£5,001 - £20,000	To £48.62 add an extra £2.65 for every £1,000 over £5,001 and up to £20,000	To £145.87 add an extra £7.96 for every £1,000 over £5,001 and up to £20,000	To £194.49 add an extra £10.61 for every £1,000 over £5,001 and up to £20,000
£20,001 - £25,000	To £88.41 add an extra £2.36 for every £1,000 over £20,001 and up to £25,000	To £275.21 add an extra £7.07 for every £1,000 over £20,001 and up to £25,000	To £363.62 add an extra £9.43 for every £1,000 over £20,001 and up to £25,000

If the estimated cost is more than £25,000, please telephone : 01527 881402 for a competitive quote.

Bromsgrove District Council
Building Control – Supplementary Charges

If you are selling a property that has been extended or altered, you need to provide evidence to prospective purchasers that any relevant building work has been inspected and approved by a Building Control Body. That evidence is in the form of a Building Regulations Completion / Final Certificate and / or an Approval or Initial Notice (called the 'authorised documents' in the Home Information Pack Regulations).

Legal entitlement to a Completion Certificate is subject to conditions. In cases where the Council is not told that building work is completed, or the building is occupied without addressing outstanding Building Regulation matters, a certificate is not issued. Despite the best efforts of the Council's Building Control Surveyors, many home owners who undertake building works fail to obtain a Completion Certificate and their application is archived. A fee is payable to re-open archived building regulations applications for the purposes of issuing a completion certificate.

Other charges are payable where we are asked to withdraw a Building Regulations application and refund fees, or asked to re-direct inspection fee invoices. Fees are payable in cleared funds before the release of any authorised documents or other actions listed below.

DESCRIPTION	CHARGE (inc VAT at 15%)
ARCHIVED APPLICATIONS	
Process request to re-open archived building control file, resolve case and issue completion certificate	£57.50 administration fee
Each visit to site in connection with resolving archived building control cases	£57.50 per site visit
WITHDRAWN APPLICATIONS	
Process request	£35.00 administration fee
With additional fees of.....	
Withdraw Building Notice application where no inspections have taken place	refund submitted fee less admin fee
Withdraw Building Notice application where inspections have taken place	refund submitted fee less admin fee less £57.50 per site visit made
Withdrawn Full Plans application without plans being checked or any site inspections being made	refund submitted fee less admin fee
Withdraw Full Plans application after plan check but before any inspections on site	refund inspection fee (where paid up-front) less admin fee
Withdraw Full Plans application after plan check and after site inspections made	refund any paid inspection fee less admin fee, less £57.50 per site inspection made
RE-DIRECT INSPECTION FEES / ISSUE COPY DOCUMENTS	
Process request to re-invoice inspection fee to new addressee	£35.00 administration fee
Issue copy of previously issued completion certificate or Approval / Acceptance document	£10.00 plus 10pence per A4 sheet

BROMSGROVE DISTRICT COUNCIL - SPADESBOURNE SUITE

Scale of Charges from 1st April 2009

Daytime Rates	Mon-Fri	Saturday	Sunday
Hourly Rate	£25.00	N/A	N/A
Half Day (max 4 Hrs)	£75.00	£120.00	£150.00
Full Day (max 8 hrs)	£130.00	£200.00	£250.00
Children's Parties (max 3 hrs)	£60.00	£80.00	£120.00

Friday & Saturday Night Party Rates

Friday & Saturday Evenings (inc bar)	£190.00
Saturday Full Day (inc bar)	£360.00
Sunday Hire	By Negotiation
All evening functions must finish by 11.30pm and the Function Suite cleared and closed by midnight.	

Council Chamber

Limited availability, week days only	
Half Day (max 4 hrs)	Full Day (max 8 hrs)
£60.00	£100.00

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