

Public Document Pack



Contact Officer:
Janet Kelly 01352 702301
janet_kelly@flintshire.gov.uk

To: Cllr Clive Carver (Chairman)

Councillors: Bernie Attridge, Haydn Bateman, Geoff Collett, Bob Connah, Paul Cunningham, Mared Eastwood, Patrick Heesom, Paul Johnson, Richard Jones, Michelle Perfect, Vicky Perfect, Aaron Shotton, Andy Williams and Arnold Woolley

Members of the Environment Overview & Scrutiny Committee are invited to attend and participate at the meeting, but will not be able to vote.

6 August 2019

Dear Councillor

You are invited to attend a meeting of the Corporate Resources Overview & Scrutiny Committee which will be held at 11.30 am on Monday, 12th August, 2019 in the Council Chamber, County Hall, Mold CH7 6NA to consider the following items

A G E N D A

1 APOLOGIES

Purpose: To receive any apologies.

2 DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)

Purpose: To receive any Declarations and advise Members accordingly.

3 CONSIDERATION OF A MATTER REFERRED TO THE COMMITTEE PURSUANT TO THE CALL IN ARRANGEMENTS (Pages 3 - 6)


Purpose: A decision of the Cabinet meeting on 16 July relating to the Fees & Charges has been called in. Attached is a copy of the procedure for dealing with a called in item.

4 **FEES AND CHARGES** (Pages 7 - 42)

Purpose: To assist Members, the following documents are attached:-

- Copy of the report of the Chief Officer (Streetscene and Transport) – Fees and Charges
- Appendix A to the Fees and Charges Report
- Appendix B to the Fees and Charges Report
- Copy of the Record of Decision
- Copy of the Call In Notice

Yours sincerely

A handwritten signature in black ink, appearing to read 'Robert Robins', with a horizontal line extending to the right.

Robert Robins
Democratic Services Manager

FLINTSHIRE COUNTY COUNCIL

OVERVIEW & SCRUTINY

CALL-IN ARRANGEMENTS

1. Background

The arrangements for calling in a decision are to be found in paragraph 16 of the Overview & Scrutiny Procedure Rules contained within the Council's Constitution. The legal authority is derived from section 21 (3) of the Local Government Act 2000. This note summarises the provisions in the Constitution.

2. Decision of the Cabinet

When a decision is made by the Cabinet, the Democratic Services Manager publishes a record of those decisions within two days of them being made. Copies are available at County Hall, and are sent to all Members of the County Council.

The decision record bears the date on which it was published and specifies that the decision will come into force, and may then be implemented on the expiry of five working days after the publication of the decision, unless it is called in within 5 working days after the publication of the decision

3. Calling in a Decision

If the Chief Officer (Governance) or Democratic Services Manager receives a request from the Chair of the committee or at least four members of the Council, (for the avoidance of doubt such a request should be in writing on a call in notice form, giving the reason for the call-in, and signed by all parties) the Democratic Services Manager will notify the decision taker of the call-in, and then arrange a meeting of the Committee within seven working days of the decision to call-in. (The last working day before Christmas day and the three non-public holiday days between Christmas and New Year will not be counted as working days for the purposes of this paragraph).

4. The Call-in Meeting

By their nature, call-in meetings can often be held at short notice (i.e. within seven working days of the call-in decision) and the only item of business to be transacted would normally be to deal with the call-in. However, from time to time it is expedient to consider a call in at a meeting which has already been convened.

It is suggested that the procedure outlined below be used at such a meeting.

5. Procedure for a Call-in Meeting

- (i) The decision makers who have been invited to the meeting (usually the relevant Cabinet Member(s) and/or Chief Officer(s)) should be invited to sit at the committee table at the start of the meeting, as should any initiators of the call in who are not already members of the committee.
- (ii) The Chairman will invite the Democratic Services Manager or Overview & Scrutiny Facilitator to briefly outline the call-in procedure for Members of the Committee, explaining the time constraints within the Constitution. The Officer should also outline the ideal procedure, set out below, for an Overview & Scrutiny Committee to deal with a call-in meeting.
- (iii) The Chairman will then invite the initiators of the call-in (those who have signed the letter) to explain and clarify their reasons for calling in the decision. This can be by means of a spokesman, or by several Members contributing.
- (iv) The decision makers will then have the opportunity to respond to the issues raised by those initiating the call-in and provide further information if they believe that it will assist the committee's understanding of the decision.
- (v) The Chairman will then invite questions from Members, and the decision-makers and call-in initiators will be invited to answer the questions.
- (vi) At the end of Members' questions, the Chairman will ask the initiators of the call-in and the decision makers to sum up their respective cases.
- (vii) The Chairman will then invite the Democratic Services Manager or Overview & Scrutiny Facilitator to explain the Committee's options for decision contained in the Constitution. The decision should include one of the four options given below, which are contained in the Constitution.

Option 1

If, having considered the decision, the Overview & Scrutiny Committee is satisfied with the explanation which it has received, it will indicate as such, in order for the decision to be implemented.

Option 2

If, having considered the decision, the Overview & Scrutiny Committee is 'no longer concerned', having received the explanations, but is not minded to indicate that it is 'satisfied with the explanation', then it is in order for the Committee to resolve that 'the explanation be accepted but not endorsed by the Overview & Scrutiny Committee'.

Option 3

If, having considered the decision, the Overview & Scrutiny Committee is still concerned about it, then it may refer it back to the decision making person or body for reconsideration, setting out in writing the nature of its concerns. If referred to the decision maker then the decision maker shall then reconsider, at the earliest scheduled meeting, amending the decision or not, before adopting a final decision.

Option 4

If, having considered the decision, the Overview & Scrutiny Committee is still concerned about it, then it may refer the matter to full Council. If referred to full Council, the Council shall meet to consider the referral within 10 working days unless there is a scheduled meeting of the full Council at which the matter may be considered within the expiry of a further 5 working days.

Note:

If either Option 1 or Option 2 is decided upon, the Cabinet decision can be implemented after the Overview & Scrutiny meeting. If either Option 3 or 4 is decided upon, the Cabinet decision cannot be implemented after the Overview & Scrutiny meeting until it has received further consideration by either the Cabinet or Council.

- (viii) The Committee will then discuss the matter and following debate, reach a decision.

This page is intentionally left blank



CABINET

Date of Meeting	Tuesday, 16 th July 2019
Report Subject	Fees and Charges
Cabinet Member	Cabinet Member for Corporate Management and Assets
Report Author	Chief Officer (Streetscene and Transport)
Type of Report	Strategic

EXECUTIVE SUMMARY

In late 2017 the Cabinet adopted an Income Generation Policy which set the rationale for charging and proposed an annual review of all fees and charges. The Income Generation Policy, including fees and charges and the new income streams identified in this report, forms part of the Medium Term Financial Strategy.

This outcome of the annual review of fees and charges is set out in Appendix A. For each charge the extent to which full cost recovery is being met – one of the objectives of the policy where desirable and achievable – is shown. Further work is required in this area. The report also proposes an approach to the annual indexation of all fees and charges.

This report proposes a policy framework that includes a consistent charging structure across all areas of service.

RECOMMENDATIONS

1	That Cabinet approves the fees and charges documented in Appendix A.
2	That Cabinet approves the Consumer Prices Index, including owner occupiers' housing costs (CPIH), as the annual inflation index to be used for uplifting fees and charges where it is appropriate to do so (or market rate comparable/choice where applicable) along with the proposed inflationary implementation period documented in Appendix A.
3	That Cabinet support further work to establish whether full cost recovery (direct and indirect cost recovery) is being achieved for all services, where it is permissible for them to do so and/or comparable market rates are applied.

4	That Cabinet approve a three year staged approach to achieving full cost recovery (or market price comparison) for all services where it is permissible for them to do so.
5	That Cabinet approve a further review of the current Income Generation Policy, with a view to developing a policy framework for income generation to include a consistent charging and cost recovery structure.
6	That Cabinet approve the annual review of fees and charges format and request an annual report in July of each year, setting out the proposed fees and charges for all services, which will be introduced from the 1st October of the same year.
7	That Cabinet notes the additional income projects identified in Appendix B and approves the project commencement dates for each.

REPORT DETAILS

1.00	EXPLAINING THE LATEST POSITION ON INCOME GENERATION
1.01	With continued central funding reductions under austerity, changes in sources of funding and increasing demand for many services, Local Authorities are experiencing unprecedented financial change and challenge. By 2020, APSE predict that local government spending "...will be lower than at any time since before 1948." ¹
1.02	Despite these challenges, and in many cases as a direct response to them, there is a growing wealth of research that demonstrates Local Authorities are being innovative and taking a more commercial approach to securing sustainable income streams and financial position. This includes selling services in a commercial market where buyers have a choice of who to buy from, reviewing fees and charges for services (in many cases to reduce the subsidy required to continue to deliver them) and implementing alternative delivery models. ²
1.03	Local Authorities are required by law to have a balanced budget. That is a financial plan that demonstrates how income will equate to expenditure over the short and medium-term. The Council's Medium Term Financial Strategy currently forecasts a funding gap of £13.3m for 2020/21.
1.04	The generation of additional income from fees and charges, along with specific projects to explore the feasibility of new income streams, are two of the solutions available to the Council to help meet the budget shortfall. As such, income generation forms part of the strategy of options to meet the

¹ APSE (2016) Sustainable local government finance and liveable local areas: Can we survive to 2020? Available from: <https://www.apse.org.uk/apse/index.cfm/research/current-research-programme/sustainable-local-government-finance-and-liveable-local-areas-can-we-survive-to-2020/>

² See for example: Localis (2015) Commercial Councils: The rise of entrepreneurialism in local government. Available from: <https://www.localis.org.uk/research/commercial-councils-the-rise-of-entrepreneurialism-in-local-government/> and LGA (2017) Enterprising councils: Supporting council's income generation activity. Available from: <https://www.local.gov.uk/enterprising-councils-supporting-councils-income-generation-activity>

	challenge of the Medium Term Financial Strategy with an income target of £200,000 for 2018/19, which increased to £300,000 in 2019/20.
1.05	The income target for 2018/19 was not achieved in full and there remains in the region of £170,000 of additional income to generate (once income related business planning efficiencies have been taken into account) to achieve the 2019/20 target. It is therefore imperative to maintain a focus on income generation and those fees and charges that can be reviewed, or introduced, as part of the Medium Term Financial Strategy to protect Council finances.
1.06	The Council provides a wide range of services some of which customers are required to pay a fee or charge for. Good practice says that Local Authorities should have a clear rationale for charging. This should include what services are charged for, how much is charged and how charging supports the delivery of corporate priorities ³ .
1.07	The Council's rationale for fees and charges is set out in its Income Generation Policy which was previously endorsed by Cabinet. The objectives and principles of this policy include:- <ul style="list-style-type: none"> • Maximisation of revenue generation with full cost recovery wherever possible; • Ensuring that charges reflect the ability to pay (affordability); • Comparability within the public sector and market; • Adopting differential pricing where warranted; • Ensuring fees and charges complement wider policy goals; • Having, as a minimum, annual increases in line with inflation; and • Transparency in charging.
1.08	The Policy identifies the role income generation plays in contributing and supporting the continuation of key frontline services. Maximising income generation streams is also a key activity and measure to support the Council priority of "Effective Resource Management" as contained in the Council Plan 2017 to 2023 under the theme of "Serving Council".
1.09	The Income Generation Policy requires an annual review of fees and charges with annual cycles of resetting fees and charges and appropriate delegations for enacting changes.
1.10	When setting fees and charges we should be aware of the complexities around charging, including Local Authorities ability to set fees and charges locally. Broadly speaking fees and charges fall under two categories – statutory fees and discretionary charges. Statutory fees are governed by legislation/regulation and may be set by Government with little or no local discretion to alter. For example, Penalty Charge Notices, Enforcement Agent fees, environmental permitting and most Planning fees. Whereas discretionary charges generally allow for greater local discretion in setting

³ Wales Audit Office (2016) Charging for services and generating income by local authorities. Available from: <https://www.audit.wales/system/files/publications/income-generation-2016-eng.pdf>

	charges. For example, allotments, Bereavement Services, market stalls and pest control. However, some discretionary service charges may be restricted to recovering the cost of service delivery only, such as Building Control and Taxi Licensing.
1.11	In line with the Income Generation Policy an annual review of fees and charges has been conducted. This review aimed to identify all of the fees/charges applied by services; the level of fee/charge applied in 2018/19, as of 1 st April 2019 and the proposed fee/charge from 1st October 2019 (including any new fees/charges). Alongside this, services were asked to identify if fees/charges are statutory or discretionary and whether the income generated from the fee/charge recovered the full cost of service delivery. The result of this review can be found at Appendix A. Identifying and capturing all fees and charges across all services is a complex piece of work to verify and the latest draft list of fees and charges is provided. Please note that whilst every effort has been made to capture a full, accurate and up to date list of fees and charges, work is ongoing and as such the list of fees and charges is subject to verification and minor change.
1.12	For ease of reference, the list of fees and charges captured in Appendix A to this report have been risk rated on a RAG (red, amber, green) basis: <ul style="list-style-type: none"> • Red indicates fees/charges which are identified as not achieving cost recovery where it is permissible for them to do so. • Amber indicates further work required to verify whether full cost recovery is being achieved (56% of the total fees/charges captured in Appendix A) • Green indicates statutory fees where there is limited or no scope to alter the amount charged. <p>In addition, cells highlighted in yellow indicate a new fee or charge and cells highlighted blue indicate where information is yet to be confirmed.</p>
1.13	The information contained within Appendix A to this report indicates that of the 605 fees/charges listed, 36% are statutory where the Authority has no or limited discretion in setting the price and 64% are discretionary where there is more room for local discretion when setting the price.
1.14	In addition to income from fees and charges a number of income projects have been identified for further exploration. An overview of these projects and the indicative commencement date can be found at Appendix B to this report.

2.00	RESOURCE IMPLICATIONS
2.01	Additional income generated through fees and charges, and the income projects, will be tracked and monitored against the income target for

	2019/20. Failure to achieve the income target will lead to a budget shortfall, which may lead to funding from alternative sources being required.
2.02	<p>Whilst further work is required to calculate income projections for all the proposed fee/charge increases from 1st October 2019, some indicative figures have been calculated, for reference.</p> <p>It is proposed to raise the charge for the garden waste collection service by between £2 and £5 per season, depending on the chosen payment method (detailed in para 4.09 of this report) and the date the payment is received by the Council. This reflects the rising cost of delivering the service and will increase the projected income levels by between £70,000 and £130,000 per year.</p> <p>The proposed charge for the new Food/Drink Ceremony Packages under Registration Services has been projected to generate additional income in the region of £580 in 2019/20 and £850 in 2020/21.</p> <p>The new charge for the transfer of grave ownership administration is yet to be confirmed. However, comparable charges in other Councils varies from £30 to £55 for this service. Based on current service demand, implementing a £30 charge for this service would generate in the region of £15,600 per annum and a £55 charge £28,600 per annum.</p>
2.03	Further work is required to verify that the services identified as operating at cost recovery in Appendix A (those highlighted as amber) are recovering the full costs of service delivery, where it is permissible for them to do so. That is both the direct and indirect costs associated with service delivery. This work will ensure due diligence and will be undertaken by Finance Managers and the Income Generation and Marketing Manager.
2.04	Discretionary services, where the Council has a power but not a duty to provide the service, are most at risk. Achieving cost recovery wherever possible for these services is therefore a necessity for service sustainability. Where the charge applied for these services does not cover the cost of service delivery, or it is not permitted to, this raises strategic questions for the Council to consider. For example, should these services continue to be provided? If so, how will they be funded? If they are to be subsidised where will the funding come from?
2.05	As outlined in the Income Generation Policy, it is proposed that the annual review of fees and charges is overseen by Programme Boards, with any changes implemented from 1 st October each year following reporting to Cabinet in July.
2.06	Where in-year changes are required to fees and charges, i.e. statutory fee changes or other extenuating circumstances, these should be made in line with the delegated authority process (respective Chief Officer and Cabinet Member).

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	The Income Generation Policy was previously endorsed in October 2017.
3.02	It is proposed that the annual review of fees and charges is reported to Cabinet in July each year to ensure appropriate accountability.
3.03	For the purposes of transparency, a detailed list of all the fees and charges applied by the Council will, going forward, be published.
3.04	The schedule of fees and charges (Appendix A) has been considered by the Corporate Resources and Overview Scrutiny Committee on 11 th July 2019, with feedback to be provided to Cabinet as part of this agenda item.

4.00	RISK MANAGEMENT
4.01	Maximising income generation and the annual review of fees and charges is not simply a case of increasing the fee/charge applied for services. For example, increasing fees/charges for services that operate in a commercial market to above the market rate may reduce demand for services, negatively impacting on income. Similarly, raising fees/charges to a level where customers can no longer afford them is likely to have the same effect. However, the Council does need a consistent approach to reviewing fees and charges and ensuring charging reflects the objectives and principles of the Income Generation Policy, as summarised above.
4.02	It is therefore proposed that a staged approach is adopted to raise fees and charges to a level where they achieve market rate comparison, or full cost recovery, where they are not already doing so and it is permissible for them to. To balance this with considerations of affordability, it is proposed that this is achieved over a period of three years (by 1 st October 2022).
4.03	Once services have reached the benchmark of full cost recovery, or market rate comparison, there needs to be an agreed process/formula for ensuring annual increases in line with inflation.
4.04	<p>There are three inflation indexes that the Council needs to consider:</p> <ol style="list-style-type: none"> 1. The Council's inflation rate, which would require a calculation of the annual increases in direct and indirect costs for each service where a fee/charge is applied; 2. Market rate comparison/choice; and 3. The Consumer Prices Index including owner occupiers' housing costs (CPIH) <p>The Council has no scope to increase statutory fees, which are set in legislation/by regulations, in line with inflation.</p>

4.05	The CPIH is an extension of the Consumer Price Index (CPI), which is used for the government's target for inflation and meets both international and European standards and regulations. CPI is used for increasing pensions and benefits, amongst other things. The CPIH is more comprehensive than the CPI as it includes housing associated costs for owner occupiers and as such it became the lead inflation index for government in March 2017 ⁴ .
4.06	It is therefore recommended that the CPIH is used as the normative annual inflation index, with market rate comparison/choice used for services where this is warranted, i.e. those that are delivered in a commercial market.
4.07	The CPIH 12-month inflation rate was 2.0% in April 2019 ⁵ and in most cases this can be applied as an annual uplift to fees and charges as part of the annual review. However, for some fees/charges, implementing an annual inflation increase of around 2% is not practical due to the minimal fee/charge in place (i.e. a 2% increase on a £2 car boot space equates to 4p). In these circumstances it is proposed that inflation increases are implemented every three years and rounded up/down accordingly. The proposed inflation uplift period for each fee and charge has been captured as part of Appendix A.
4.08	Currently, some services seek payment in arrears of service delivery, meaning recovery of fees and charges is not guaranteed. To protect income, and prevent non-payment for services, there will be greater focus on securing upfront payments for applicable services in future. This will be supported through digital mechanisms, such as online payments, wherever possible.
4.09	<p>Online payments are a less costly transaction when compared to payments made over the telephone or face-to-face. As such, the use of online payment reduces the cost of service delivery. These 'savings' in service delivery costs may then be passed on to the customer through a slightly reduced charge.</p> <p>An example would be the proposal for garden waste charges, whereby if customers pay online, and before the season commences, the charge will be £32. For those who join the scheme late in the season, or wish to pay over the phone or face-to-face at local Connects Centres, the charge will be £35 per season.</p> <p>Take up of this reduced charge will however impact on the additional income projection provided in 2.02. For example, if 25% of existing customers renew at £32 and 75% at £35, the projected additional income will be £136,000. If 75% of existing customers renew at £32 and 25% at £35, the projected additional income will reduce further to £88,000.</p>

⁴ Office for National Statistics (2017) Consumer Price Inflation (includes all 3 indices – CPIH, CPI and RPI) QMI. Available from: <https://www.ons.gov.uk/economy/inflationandpriceindices/methodologies/consumerpriceinflationincludesall3indicescpihcpiandrpiqmi>

⁵ Office for National Statistics (2019) Consumer price inflation, UK: April 2019. Available from: <https://www.ons.gov.uk/economy/inflationandpriceindices/bulletins/consumerpriceinflation/april2019>

4.10	The Income Generation Policy should be reviewed with a view to becoming a policy framework that incorporates a consistent charging structure, as outlined above and to include differential charging/concessions. To ensure potential economic, social, and environmental ramifications are considered this should be subject to an Integrated Impact Assessment (IIA).
------	---

5.00	APPENDICES
5.01	Appendix A: List of fees and charges
5.02	Appendix B: Overview of income projects and indicative commencement date

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>Flintshire County Council's Income Generation Policy can be accessed online: https://www.flintshire.gov.uk/en/PDFFiles/Digital-Customer-and-Community-Resilience/Income-Generation-Policy.pdf</p> <p>The Council Plan 2017-2023 can be accessed online: https://www.flintshire.gov.uk/en/PDFFiles/Policy-and-Performance/COUNCIL-PLAN-2018-23-Final-English.pdf</p> <p>Contact Officer: Kelly Oldham-Jones – Income Generation and Marketing Manager Telephone: 01352 702143 E-mail: kelly.oldham-jones@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	<p>Alternative delivery models – refers to services that are not delivered in-house by the Council but through a different model of delivery such as a Local Authority Trading Company or mutual.</p> <p>Commercialisation – for the purposes of this report commercialisation is defined as “...the development of trading relationships where there is an intention to generate additional funds to ease financial pressure on council services...” APSE⁶, p5</p> <p>Differential pricing – charging different prices for the same product or service. For example, offering concessions (a reduced price) for people in receipt of certain benefits.</p>

⁶ APSE Taking a commercial approach: A guide for local councils in Wales to income generation, trading and charging. Available from:
[https://www.apse.org.uk/apse/assets/File/Taking%20a%20commercial%20approach%20-%20a%20guide%20for%20local%20councils%20in%20Wales\(2\).pdf](https://www.apse.org.uk/apse/assets/File/Taking%20a%20commercial%20approach%20-%20a%20guide%20for%20local%20councils%20in%20Wales(2).pdf)

Direct costs – costs that are completely associated with the delivery of a service or production of a product. They include things like employee costs, transport and supplies and materials.

Indirect costs – these are also known as overheads and are the costs that are incurred by organisations as part of their operations but which are not directly attributable to a specific service or product. For example, premises costs such as utilities (water, lighting, heating).

Inflation index – is a tool that measures the rate of inflation (rises in prices).

Market rate – is the usual price charged for goods and services.

Medium Term Financial Strategy – The Council's Medium Term Financial Strategy covers a period of three years and collates information on things that affect the financial position of the organisation. This enables objectives to be balanced against the available resources.

This page is intentionally left blank

Appendix A: List of fees and charges

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period	
Allotments										
Allotments 1/2 Plot	Discretionary	£25	£30	20	£30	0	Y		3 years	
Allotments - Full Plot	Discretionary	£50	£60	20	£60	0	Y		3 years	
Bed and Breakfast/Emergency Accommodation										
Weekly charge for breakfast as part of homeless payments for bed and breakfast/emergency accommodation	Discretionary	£16	£16	0	£16	0	N	Contribution charge towards breakfast costs. Not intended to recover full costs/costs of accommodation	3 years (next increase 01.10.20)	
Building Control										
Local Land Searches	Discretionary	£8.12	£8.12	0	£8.12	0	N	Competitive market prices	3 years	
Building Control Regulation Notices/Certificates	Discretionary	£8.12	£10.82	33	£10.82	0	N		3 years	
Buy with Confidence Scheme										
Application Fee - 0 to 5 employees	Statutory		£125		£125	0	N	The fee structure of this scheme has been revised, in line with current Buy With Confidence guidelines. These fees have been adopted across North Wales Trading Standards' Departments, and will be subject to annual review. All prices are exclusive of VAT	No/limited local discretion	
Annual Subscriptions fee - 0 to 5 employees	Statutory	£150	£250	67	£250	0	N			
Application Fee - 6 to 20 employees	Statutory		£167		£167	0	N			
Annual Subscriptions fee - 6 to 20 employees	Statutory	£300	£375	25	£375	0	N			
Application Fee - 21 to 49 employees	Statutory		£208		£208	0	N			
Annual Subscription fee - 21 to 49 employees	Statutory	£450	£500	11	£500	0	N			
Application Fee - 50 plus employees	Statutory		POA		POA		N			
Annual Subscription fee - 50 plus employees	Statutory		POA				N			
Cemeteries										
Earth Graves - Resident										
Plot Reservation/Cost	Discretionary	£285	£285	0	£294	3	Y	Cost recovery based on operatives hourly rate + equipment. Will not cover lifetime maintenance or corporate costs	Annual	
New Grave single depth 4'6"	Discretionary	£786	£786	0	£810	3	Y		Annual	
New Grave double depth 6'0"	Discretionary	£865	£865	0	£891	3	Y		Annual	
New Grave triple depth 8'0"	Discretionary	£926	£926	0	£954	3	Y		Annual	
Re-open Existing Grave to depth 4'6"	Discretionary	£559	£559	0	£576	3	Y		Annual	
Re-open Existing Grave to depth 6'0"	Discretionary	£643	£643	0	£662	3	Y		Annual	
Re-open Existing Grave to depth 8'0"	Discretionary	£722	£722	0	£744	3	Y		Annual	
Earth Graves - Non-Resident										
Plot Reservation/Cost	Discretionary	£570	£570	0	£587	3	Y		Annual	
New Grave single depth 4'6"	Discretionary	£1,572	£1,572	0	£1,619	3	Y		Annual	
New Grave double depth 6'0"	Discretionary	£1,730	£1,730	0	£1,782	3	Y		Annual	
New Grave triple depth 8'0"	Discretionary	£1,852	£1,852	0	£1,908	3	Y		Annual	
Re-open Existing Grave to depth 4'6"	Discretionary	£1,118	£1,118	0	£1,152	3	Y		Annual	
Re-open Existing Grave to depth 6'0"	Discretionary	£1,286	£1,286	0	£1,325	3	Y		Annual	
Re-open Existing Grave to depth 8'0"	Discretionary	£1,444	£1,444	0	£1,487	3	Y	Annual		
Burial of Casket After Cremation - Resident										
Plot Reservation/Cost	Discretionary	£113	£113	0	£116	3	Y	Annual		
New Cremation Plot/Burial	Discretionary	£227	£227	0	£234	3	Y	Annual		
Each ashes interment (re-open)	Discretionary	£141	£141	0	£145	3	Y	Annual		
Burial of Casket After Cremation - Non-Resident										
Plot Reservation/Cost	Discretionary	£226	£226	0	£233	3	Y	Annual		
New Cremation Plot/Burial	Discretionary	£454	£454	0	£468	3	Y	Annual		
Each ashes interment (re-open)	Discretionary	£282	£282	0	£290	3	Y	Annual		
Interments for Persons of No Fixed Abode										
Common grave space (no exclusive right of burial) Resident	Discretionary	£299	£299	0	£308	3	Y	Annual		
Common grave space (no exclusive right of burial) Non Resident	Discretionary	£598	£598	0	£616	3	Y	Annual		
Bricked Graves										
Plot Reservation	Discretionary	£602	£602	0	£620	3	Y	Annual		
New Bricked Single Depth 4' 6"	Discretionary	£1,796	£1,796	0	£1,850	3	N	Annual		
New Bricked Double Depth 6'	Discretionary	£1,962	£1,962	0	£2,021	3	N	Annual		
New Bricked Triple Depth 8'	Discretionary	£2,096	£2,096	0	£2,159	3	N	Annual		
Re Open Bricked Single Depth 4' 6"	Discretionary	£1,259	£1,259	0	£1,297	3	N	Annual		
Re Open Bricked Double Depth 6'	Discretionary	£1,566	£1,566	0	£1,613	3	N	Annual		
Re Open Bricked Triple Depth 8'	Discretionary	£1,736	£1,736	0	£1,788	3	N	Annual		

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Bricking of Whole Chamber & Concrete Slab (in addition to above excavation) Breeze Block - Single Depth 4' 6"	Discretionary	£1,154	£1,154	0	£1,189	3	N		Annual
Bricking of Whole Chamber & Concrete Slab (in addition to above excavation) Breeze Block - Double Depth 6'	Discretionary	£1,337	£1,337	0	£1,377	3	N		Annual
Bricking of Whole Chamber & Concrete Slab (in addition to above excavation) Breeze Block - Triple Depth 8'	Discretionary	£1,577	£1,577	0	£1,624	3	N		Annual
Conventional Brick - Single Depth 4' 6"	Discretionary	£1,412	£1,412	0	£1,454	3	N		Annual
Conventional Brick - Double Depth 6'	Discretionary	£1,693	£1,693	0	£1,744	3	N		Annual
Conventional Brick - Triple Depth 8'	Discretionary	£2,052	£2,052	0	£2,114	3	N		Annual
Whitewash Charges - Single Depth 4' 6"	Discretionary	£78	£78	0	£80	3	Y		Annual
Whitewash Charges - Double Depth 6'	Discretionary	£97	£97	0	£100	3	Y		Annual
Whitewash Charges - Triple Depth 8'	Discretionary	£120	£120	0	£124	3	Y		Annual
Other Fees									
Right to erect headstone	Discretionary	£143	£143	0	£147	3	Y		Annual
Right to erect tablet	Discretionary	£74	£74	0	£76	3	Y		Annual
Additional inscription	Discretionary	£35	£35	0	£36	3	Y		Annual
Saturday burials (in addition to normal charge) Resident	Discretionary	£345	£345	0	£355	3	Y		Annual
Saturday burials (in addition to normal charge) Non Resident	Discretionary	£690	£690	0	£711	3	Y		Annual
Saturday ashes interment (in addition to normal charge) Resident	Discretionary	£90	£90	0	£93	3	Y		Annual
Saturday ashes interment (in addition to normal charge) Non Resident	Discretionary	£180	£180	0	£185	3	Y		Annual
Use of chapel (1 hr)	Discretionary	£130	£130	0	£134	3	Y		Annual
Supply & Fix Memorial Bench (Monmouth)	Discretionary	£965	£965	0	£994	3	Y		Annual
Supply & Fix Memorial Bench (Colwyn)	Discretionary	£965	£965	0	£994	3	Y		Annual
Supply & Fix Memorial Bench (Cavendish)	Discretionary	£1,016	£1,016	0	£1,046	3	Y		Annual
Supply & Fix Memorial Bench (Westminster)	Discretionary	£1,102	£1,102	0	£1,135	3	Y		Annual
Memorial Plaque (Kelsterton Garden of Remembrance)	Discretionary	£197	£197	0	£203	3	Y		Annual
Memorial Plaque (space reservation)	Discretionary	£143	£143	0	£147	3	Y		Annual
Child's Memorial Plaque (Row 1)	Discretionary	£113	£113	0	£116	3	Y		Annual
Child's Memorial Plaque (Row 2)	Discretionary	£119	£119	0	£123	3	Y		Annual
Child's Memorial Plaque (Row 3)	Discretionary	£125	£125	0	£129	3	Y		Annual
Child's Memorial Plaque (Row 4)	Discretionary	£132	£132	0	£136	3	Y		Annual
Child's Memorial Plaque (Row 5)	Discretionary	£139	£139	0	£143	3	Y		Annual
Transfer of grave ownership - admin fee	Discretionary	N/A	N/A	N/A	TBC	N/A	Y	New fee/charge	Annual
Carelink									
Alarm installation	Discretionary	£25 + VAT	£25 + VAT	0	£25 + VAT	0	N		TBC
Alarm Monitoring - weekly charge	Discretionary	£2.20 + VAT	£2.20 + VAT	0	£2.20 + VAT	0	N		TBC
Alarm monitoring - concessionary weekly charge (in receipt of housing benefit)	Discretionary	£1	£1	0	£1	0	N		TBC
Civil Parking Enforcement									
Higher rate Penalty Charge Notice	Statutory	£70	£70	0	£70	0			No/limited local discretion
Higher rate Penalty Charge Notice - payment within 14 days	Statutory	£35	£35	0	£35	0			
Higher rate Penalty Charge Notice - no payment/challenge after 56 days	Statutory	£105	£105	0	£105	0			
Lower rate Penalty Charge Notice	Statutory	£50	£50	0	£50	0			
Lower rate Penalty Charge Notice - payment within 14 days	Statutory	£25	£25	0	£25	0			
Lower rate Penalty Charge Notice - no payment/challenge after 56 days	Statutory	£75	£75	0	£75	0			
Countryside									

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Hire of Wepre field	Discretionary	£260	£350	35	£400	14			Annual
Hire of Buckley field	Discretionary	£260	£350	35	£400	14			Annual
Hire of Garden Room (per hour)	Discretionary	N/A	£15	N/A	£15.50	3			Annual
Hire of Garden Room Half Day (4 hours)	Discretionary	£30	£50	67	£51.50	3			Annual
Hire of Garden Room Full Day (8 hours)	Discretionary	£50	£80	60	£82.50	3			Annual
Education Visit Wepre Half Day - per child	Discretionary	£1.50	£2.50	67	£3	20		Minimum £30 for 2 hours in 2018/19; minimum £40 1st April 19 and £60 1st October 19	Annual
Education Visit Wepre Full Day - per child	Discretionary	£2.50	£3.50	40	£4	14		Minimum £50 for 2 hours in 2018/19; minimum £60 1st April 19 and £80 1st October 19	Annual
Evening ranger talk	Discretionary	£25	£30	20	£33	10			3 years
Domestic Energy Efficiency Project (DEEP)									
LA Flex Declarations	Discretionary	£100	£100	0	£100	0	N	Fee is subject to VAT which is in addition to the charge quoted	TBC
Electoral Services									
Full register of electors and the notice of alteration (data format)	Statutory	£20	£20	0	£20	0	Y		No/limited local discretion
For each 1,000 entries (or part thereof) of full register (data format)	Statutory	£1.50	£1.50	0	£1.50	0	Y		
Full register of electors and the notice of alteration (printed format)	Statutory	£10	£10	0	£10	0	Y		
For each 1,000 entries (or part thereof) of full register (printed format)	Statutory	£5	£5	0	£5	0	Y		
List of overseas electors (data format)	Statutory	£20	£20	0	£20	0	Y		
For each 100 entries (or part thereof) overseas electors (data format)	Statutory	£1.50	£1.50	0	£1.50	0	Y		
List of overseas electors (printed format)	Statutory	£10	£10	0	£10	0	Y		
For each 100 entries (or part thereof) of overseas electors (printed format)	Statutory	£5	£5	0	£5	0	Y		
Edited register (data format)	Statutory	£20	£20	0	£20	0	Y		
For each 1,000 entries (or part thereof) edited register (data format)	Statutory	£1.50	£1.50	0	£1.50	0	Y		
Edited register (printed format)	Statutory	£10	£10	0	£10	0	Y		
For each 1,000 entries (or part thereof) edited register (printed format)	Statutory	£5	£5	0	£5	0	Y		
Marked electoral registers and absent voters' lists	Statutory	£10	£10	0	£10	0	Y		
Per 1,000 entries (or part thereof) marked electoral registers (printed)	Statutory	£2	£2	0	£2	0	Y		
Per 1,000 entries (or part thereof) marked electoral registers (data)	Statutory	£1	£1	0	£1	0	Y		
Overseas pensions - proof of life confirmation (at County Hall)	Statutory	N/A	£20	N/A	£20	0	Y		
Overseas pensions - proof of life confirmation (at home)	Statutory	N/A	£40	N/A	£40	0	Y		
Enforcement Agent fees									
Compliance Notice	Statutory	£75	£75	0	£75	0	Y		No/limited local discretion
Enforcement Visit	Statutory	£235	£235	0	£235	0	Y		
Enforcement Visit - debt over £1,500	Statutory	Plus 7.5%	Plus 7.5%		Plus 7.5%		Y		
Removal Fee	Statutory	£110	£110	0	£110	0	Y		
Removal Fee - debt over £1,500	Statutory	Plus 7.5%	Plus 7.5%		Plus 7.5%		Y		
Environmental Permitting									

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
The local authority permits for part B installations and mobile plant and solvent emission activities (fees and charges)(Wales) scheme 2016	Statutory	Up to date information on fees are available at: https://gweddill.gov.wales/legislation/subordinate/nonsi/epwales/2016/local-authority-permits-b/?lang=en					N		No/limited local discretion
Explosives and Petroleum									
Storage of explosives up to 2000kg	Statutory	The schedule of fees can be found under Schedule 7; Part 3; of the Health and Safety and Nuclear Fees Regulations 2016. Available from: http://www.legislation.gov.uk/ukxi/2016/253/made					N		No/limited local discretion
Petroleum (Consolidation) Regulations 2014	Statutory	The schedule of fees can be found under Schedule 7; Part 5; Regulation 6 and 14 of the Health and Safety and Nuclear Fees Regulations 2016. Available from: http://www.legislation.gov.uk/ukxi/2016/253/made					N		No/limited local discretion
Food Export Certificate									
Food Export Certificate	Discretionary	£35	£35	0	£50	43	Y		Annual
Food Export Certificate visit (if required) - per hours	Discretionary	£64	£64	0	£67	4	Y		Annual
Food Hygiene Rating Scheme - Re-rating									
Re-rating inspection	Statutory	£160	£180	12.5	£180	0	N	This fee is set nationally by Wales Heads of Environmental Health Group	No/limited local discretion
Food Safety Business Advice									
Food Safety Business Advice - up to two hours	Discretionary	N/A	N/A	N/A	£150	N/A	Y	New fee/charge	Annual
Food Voluntary Surrender Certificate									
Food Voluntary Surrender Certificate	Discretionary	£35	£35	0	£50	43	Y		Annual
Food Voluntary Surrender Certificate visit (required) - per hour	Discretionary	£64	£64	0	£67	4	Y		Annual
Health and Safety									
Factual Statement - per hour	Discretionary	£64	£64	0	£67	4	Y		Annual
Highway Network									
Section 50 licence	Statutory	£464	£487	5			Y		No/limited local discretion
Emergency road closure	Statutory	£735	£771	5			Y		
Temporary traffic order	Statutory	£1,785	£1,874	5			Y		
Switching off of traffic lights (during working day)	Statutory	£120	£126	5			Y		
Switching off of traffic lights (out of hours)	Statutory	£179	£188	5					
Bus stop closure (during working day)	Statutory	£120	£126	5			Y		
Bus stop closure (out of hours)	Statutory	£179	£188	5					
Skip and Scaffold Licence	Statutory	£40	£42	5			Y		
Unauthorised Scaffolding/Skip	Statutory	£140	£147	5			Y		
Consent to temporarily deposit building materials etc.	Statutory	£40	£42	5			Y		
Unauthorised consent to temporarily deposit building materials etc.	Statutory	£140	£147	5			Y		
Land Charges									
Full Search	Statutory	£115.20	£115.20	0	£115.20	0	N	Land Charges fees calculations are set by legislation and were reviewed recently in line with the correct calculation in terms of number of searches and officer rates. Therefore no plans to review currently	No/limited local discretion
Land Charges - LLC1	Statutory	£6	£6	0	£6	0	N		
Land Charges - CON29	Statutory	£91	£91	0	£91	0	N		
Land Charges - CON29 per additional question	Statutory	£10.80	£10.80	0	£10.80	0	N		
Expedited Search	Statutory	£142.80	£142.80	0	£142.80	0	N		
Additional Parcel of land	Statutory	£13	£13	0	£13	0	N		
Applicant's additional question	Statutory	£23.40	£23.40	0	£23.40	0	N		
Liability Orders									

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Council Tax	Statutory	£70	£70	0	£70	0	Y		No/limited local discretion
Business Rates	Statutory	£70	£70	0	£70	0	Y		
Licensing									
HMO/Housing									
HMO Licence application fee for the first five units:	Discretionary	£307	£307	0	£319	4	Y		Annual
HMO each additional unit:	Discretionary	£29	£29	0	£30	4	Y		Annual
Service of an Improvement/Prohibition/Emergency Prohibition Notice under Housing Act 2004	Discretionary	£300	£300	0	£312	4	Y		Annual
Immigration Housing Inspections	Discretionary	£100	£100	0	£104	4	Y		Annual
Caravan Site									
New Site Licences Application 0-14 units	Discretionary	£330	£330	0	£343	4	Y		Annual
New Site Licences Application 15-49 units	Discretionary	£391	£391	0	£407	4	Y		Annual
New Site Licences Application 50+ units	Discretionary	£412	£412	0	£428	4	Y		Annual
Variation of existing licence	Discretionary	£206	£206	0	£214	4	Y		Annual
Private Hire/ Hackney Carriage Driver Licence									
Pre Licensing Checks for new Driver	Discretionary	N/A	N/A		£184	N/A	Y	New fee/charge	Annual
Grant of 3 year Joint Driver Licence - New	Discretionary	N/A	N/A		£118	N/A	Y	New fee/charge	Annual
Grant of 12 month Joint Driver Licence - New	Discretionary	N/A	N/A		£63	N/A	Y	New fee/charge	Annual
New 1 year	Discretionary	£155	£155	0	N/A	N/A		Revised charging for driver licence	Annual
Renewal 1 year	Discretionary	£129	£129	0	£154	19	Y		Annual
New 3 year	Discretionary	£216	£216	0	N/A	N/A		Revised charging for driver licence	Annual
Renewal 3 year	Discretionary	£196	£196	0	£209	7	Y		Annual
Vehicle Plate Deposit	Discretionary	£14	£14	0	£15	7	Y		Annual
Replacement Plate	Discretionary	£14	£14	0	£15	7	Y		Annual
Enhanced DBS Check (Set by DBS)	Discretionary	£44	£44	0	£44	0	Y		Annual
Change of Vehicle Reg.	Discretionary	£29	£29	0	£30	3	Y		Annual
Missed Appointment	Discretionary	£25	£25	0	£26	4	Y		Annual
Private Hire and Hackney Carriages									
Private Hire Operator Licence (grant or renewal) 5 year	Discretionary	£587	£587	0	£610	4	Y		Annual
Private Hire Operator Licence (grant or renewal) 1 year	Discretionary	£237	£237	0	£247	4	Y		Annual
Transfer of Licence	Discretionary	£77	£77	0	£80	4	Y		Annual
New vehicle	Discretionary	£194	£194	0	£202	4	Y	£101 every 6 months	Annual
Renewal vehicle	Discretionary	£165	£165	0	£172	4	Y	£86 every 6 months	Annual
Animal Licensing									
Animal Boarding	Discretionary	£136	£136	0	£141	4	Y		Annual
Home Boarding of Dogs	Discretionary	£96	£96	0	£100	4	Y		Annual
Animal Breeding	Discretionary	£211	£211	0	£219	4	Y		Annual
Dangerous Wild Animals	Discretionary	£202	£202	0	£210	4	Y	Plus vet fees for first inspection	Annual
Pet Shops	Discretionary	£131	£131	0	£136	4	Y		Annual
Riding Establishments	Discretionary	£131	£131	0	£136	4	Y		Annual
Zoos	Discretionary	£145	£145	0	£155	7	Y		Annual
Other Licences									
Sex Establishments and Sexual Entertainment Venues	Discretionary	£942	£942	0	£980	4	Y		Annual
Scrap Metal Dealer 3 year - Site (not due until 2020)	Discretionary	£565	£565	0	£588	4	Y		Annual
Scrap Metal Dealer 3 year - Collector (not due until 2020)	Discretionary	£219	£219	0	£228	4	Y		Annual
Sunday Trading - Loading Control Area	Discretionary	£75	£75	0	£78	4	Y		Annual
Gaming Establishments									
Bingo Premises Licence fees									
New	Statutory	£3,500	£3,500	0	£3,500	0	Y		No/limited local discretion
Annual Fee	Statutory	£800	£800	0	£800	0	Y		
Variation	Statutory	£1,400	£1,400	0	£1,400	0	Y		
Transfer	Statutory	£960	£960	0	£960	0	Y		
Re-instatement Fee	Statutory	£1,200	£1,200	0	£1,200	0	Y		
Provisional Statement	Statutory	£3,500	£3,500	0	£3,500	0	Y		
Provisional Statement Holders	Statutory	£1,200	£1,200	0	£1,200	0	Y		
Copy Licence	Statutory	£25	£25	0	£25	0	Y		
Notification of Change	Statutory	£50	£50	0	£50	0	Y		
Adult Gaming Premises Licence fees									

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
New	Statutory	£2,000	£2,000	0	£2,000	0	Y		No/limited local discretion
Annual Fee	Statutory	£800	£800	0	£800	0	Y		
Variation	Statutory	£800	£800	0	£800	0	Y		
Transfer	Statutory	£960	£960	0	£960	0	Y		
Re-instatement Fee	Statutory	£1,200	£1,200	0	£1,200	0	Y		
Provisional Statement	Statutory	£2,000	£2,000	0	£2,000	0	Y		
Provisional Statement Holders	Statutory	£1,200	£1,200	0	£1,200	0	Y		
Copy Licence	Statutory	£25	£25	0	£25	0	Y		
Notification of Change	Statutory	£50	£50	0	£50	0	Y		
Betting Track Premises Licence fees									
New	Statutory	£2,500	£2,500	0	£2,500	0	Y		No/limited local discretion
Annual Fee	Statutory	£800	£800	0	£800	0	Y		
Variation	Statutory	£1,000	£1,000	0	£1,000	0	Y		
Transfer	Statutory	£760	£760	0	£760	0	Y		
Re-instatement Fee	Statutory	£950	£950	0	£950	0	Y		
Provisional Statement	Statutory	£2,500	£2,500	0	£2,500	0	Y		
Provisional Statement Holders	Statutory	£950	£950	0	£950	0	Y		
Copy Licence	Statutory	£25	£25	0	£25	0	Y		
Notification of Change	Statutory	£50	£50	0	£50	0	Y		
Betting Shop Premises Licence fees									
New	Statutory	£3,000	£3,000	0	£3,000	0	Y		No/limited local discretion
Annual Fee	Statutory	£480	£480	0	£480	0	Y		
Variation	Statutory	£1,200	£1,200	0	£1,200	0	Y		
Transfer	Statutory	£960	£960	0	£960	0	Y		
Re-instatement Fee	Statutory	£1,200	£1,200	0	£1,200	0	Y		
Provisional Statement	Statutory	£3,000	£3,000	0	£3,000	0	Y		
Provisional Statement Holders	Statutory	£1,200	£1,200	0	£1,200	0	Y		
Copy Licence	Statutory	£25	£25	0	£25	0	Y		
Notification of Change	Statutory	£50	£50	0	£50	0	Y		
Family Entertainment Centre Premises Licence fees									
New	Statutory	£2,000	£2,000	0	£2,000	0	Y		No/limited local discretion
Annual Fee	Statutory	£600	£600	0	£600	0	Y		
Variation	Statutory	£800	£800	0	£800	0	Y		
Transfer	Statutory	£760	£760	0	£760	0	Y		
Re-instatement Fee	Statutory	£950	£950	0	£950	0	Y		
Provisional Statement	Statutory	£2,000	£2,000	0	£2,000	0	Y		
Provisional Statement Holders	Statutory	£950	£950	0	£950	0	Y		
Copy Licence	Statutory	£25	£25	0	£25	0	Y		
Notification of Change	Statutory	£50	£50	0	£50	0	Y		
FEC Machine Permit									
New	Statutory	£300	£300	0	£300	0	Y		No/limited local discretion
Fast Track (Clubs)	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Annual Fee	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Renewal	Statutory	£300	£300	0	£300	0	Y		
Renewal if holder of CPC	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Variation	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Transfer	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Change of name	Statutory	£25	£25	0	£25	0	Y		
Copy of permit	Statutory	£15	£15	0	£15	0	Y		
Club Gaming Permit									
New	Statutory	£200	£200	0	£200	0	Y		No/limited local discretion
Fast Track (Clubs)	Statutory	£100	£100	0	£100	0	Y		
Annual Fee	Statutory	£50	£50	0	£50	0	Y		
Renewal	Statutory	£200	£200	0	£200	0	Y		
Renewal if holder of CPC	Statutory	£100	£100	0	£100	0	Y		
Variation	Statutory	£100	£100	0	£100	0	Y		
Transfer	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Change of name	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Copy of permit	Statutory	£15	£15	0	£15	0	Y		
Club Machine Permit									
New	Statutory	£200	£200	0	£200	0	Y		No/limited local discretion
Fast Track (Clubs)	Statutory	£100	£100	0	£100	0	Y		
Annual Fee	Statutory	£50	£50	0	£50	0	Y		
Renewal	Statutory	£200	£200	0	£200	0	Y		
Renewal if holder of CPC	Statutory	£100	£100	0	£100	0	Y		
Variation	Statutory	£100	£100	0	£100	0	Y		
Transfer	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Change of name	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Copy of permit	Statutory	£15	£15	0	£15	0	Y		
Licensed Premises 2 Machines									
New	Statutory	£50	£50	0	£50	0	Y		No/limited local discretion
Fast Track (Clubs)	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Annual Fee	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Renewal	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Renewal if holder of CPC	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Variation	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Transfer	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Change of name	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Copy of permit	Statutory	N/A	N/A	N/A	N/A	N/A	Y		

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Licensed Premises More than 2									
New	Statutory	£150	£150	0	£150	0	Y		No/limited local discretion
Fast Track (Clubs)	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Annual Fee	Statutory	£50	£50	0	£50	0	Y		
Renewal	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Renewal if holder of CPC	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Variation	Statutory	£100	£100	0	£100	0	Y		
Transfer	Statutory	£25	£25	0	£25	0	Y		
Change of name	Statutory	£25	£25	0	£25	0	Y		
Copy of permit	Statutory	£15	£15	0	£15	0	Y		
Prize Gaming									
New	Statutory	£300	£300	0	£300	0	Y		No/limited local discretion
Fast Track (Clubs)	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Annual Fee	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Renewal	Statutory	£300	£300	0	£300	0	Y		
Renewal if holder of CPC	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Variation	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Transfer	Statutory	N/A	N/A	N/A	N/A	N/A	Y		
Change of name	Statutory	£25	£25	0	£25	0	Y		
Copy of permit	Statutory	£15	£15	0	£15	0	Y		
Listed Building Consent									
Pre-application service	Discretionary	N/A	N/A	N/A	TBC	N/A	Y	New fee/charge	Annual
Pre-purchase health check	Discretionary	N/A	N/A	N/A	TBC	N/A	Y	New fee/charge	Annual
Markets									
Connahs Quay - Thursday	Discretionary	£5.15	£5.25	2	£5.25	0	Y		Annual
Holywell - Thursday up to 3m x 3m	Discretionary	£7.70	£7.80	1	£7.80	0	Y		Annual
Holywell - Thursday up to 6m x 3m	Discretionary	£10.90	£11.05	1	£11.05	0	Y		Annual
Holywell - Thursday over 6m x 3m	Discretionary	£14.30	£14.50	1	£14.50	0	Y		Annual
Flint - Friday up to 3m x 3m	Discretionary	£9.15	N/A		N/A			Market has now closed	
Flint - Friday up to 6m x 3m	Discretionary	£10.15	N/A		N/A				
Flint - Friday over 6m x 3m	Discretionary	£11.15	N/A		N/A				
Mold High St - Weds & Sat	Discretionary	£15.45	£15.75	2	£15.75	0	Y		Annual
Mold Daniel Owen Sq - Weds & Sat	Discretionary	£14.10	£14.30	1	£14.30	0	Y		Annual
Public Liability Insurance	Discretionary	£4	£4	0	£4	0	Y		3 years
Community Pitch	Discretionary	£5.15	£5.25	2	£5.25	0	Y		Annual
Registration Fee (all markets)	Discretionary	£9	£9	0	£9	0	Y		3 years
Car Boot Space, Love Lane, Mold - Car	Discretionary	£6	£6	0	£6	0	Y		3 years
Car Boot Space, Love Lane, Mold - Van	Discretionary	£10	£10	0	£10	0	Y		3 years
Car Boot Space, Love Lane, Mold - Charity (Car)	Discretionary	£2	£2	0	£2	0	Y		3 years
Mold Indoor - Unit 1	Discretionary	£111.18	£112.84	1	£112.84	0	Y		Annual
Mold Indoor - Unit 2	Discretionary	£175.59	£178.22	1	£178.22	0	Y		Annual
Mold Indoor - Unit 3	Discretionary	£48.81	£49.54	1	£49.54	0	Y		Annual
Mold Indoor - Unit 4	Discretionary	£85.04	£86.31	1	£86.31	0	Y		Annual
Mold Indoor - Unit 5	Discretionary	£76.69	£77.94	2	£77.94	0	Y		Annual
Mold Indoor - Unit 6	Discretionary	£131.55	£133.52	1	£133.52	0	Y		Annual
Mold Indoor - Unit 7A	Discretionary	£63.55	£64.50	1	£64.50	0	Y		Annual
Mold Indoor - Unit 7B	Discretionary	£84.58	£85.84	1	£85.84	0	Y		Annual
Mold Indoor - Unit 7C	Discretionary	£63.55	£64.50	1	£64.50	0	Y		Annual
Mold Indoor - Unit 8	Discretionary	£128.95	£130.88	1	£130.88	0	Y		Annual
Mold Indoor - Unit 9	Discretionary	£68.50	£69.52	1	£69.52	0	Y		Annual
Mold Indoor - Unit 10	Discretionary	£74.47	£75.58	1	£75.58	0	Y		Annual
Mold Indoor - Unit 11	Discretionary	£51.59	£52.36	1	£52.36	0	Y		Annual
Mold Indoor - Unit 12	Discretionary	£85.19	£86.46	1	£86.46	0	Y		Annual
Mold Indoor - Unit 13	Discretionary	£154.85	£157.17	1	£157.17	0	Y		Annual
Mold Indoor - Unit 14	Discretionary	£139.74	£141.83	1	£141.83	0	Y		Annual
Licence Events/Car Boot Sales - Commercial	Discretionary	£85	£85	0	£85	0	Y		3 years
Licence Events/Car Boot Sales - Charity	Discretionary	£8.50	£8.50	0	£8.50	0	Y		3 years
Licence Local Produce/Craft	Discretionary	£21.50	£21.50	0	£21.50	0	Y		3 years
Licence Permits - Commercial	Discretionary	£8	£8	0	£8	0	Y		3 years
Licence Permits - Charity/Community	Discretionary	free	free		free				Annual
Parking, Parking Permits and Parking Dispensations									
Buckley									
Black Horse, Buckley	Discretionary	30p for 1 hour, 50p for up to 2 hrs	30p for 1 hour, 50p for up to 2 hrs	0	30p for 1 hour, 50p for up to 2 hrs	0	Y		TBC
Brunswick Road, Buckley	Discretionary	30p for 1 hour, 50p for up to 2 hrs	30p for 1 hour, 50p for up to 2 hrs	0	30p for 1 hour, 50p for up to 2 hrs	0	Y		TBC
	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		TBC

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Argoed Road, Buckley	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y	The collective income from car parking tariffs are to enable full cost recovery of the service	TBC
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC
Precinct Way, Buckley	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		TBC
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC
Bistre Avenue, Buckley	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		TBC
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC
Lane End, Buckley	Discretionary	No charge	No charge	0	No charge	0	Y		TBC
Coppa View, Buckley	Discretionary	No charge	No charge	0	No charge	0	Y		TBC
Connahs Quay				0					
Maude Street, Connahs Quay	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y	The collective income from car parking tariffs are to enable full cost recovery of the service	TBC
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC
Sommerfield, Connahs Quay	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		TBC
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC
Millennium Cycleway	Discretionary	No charge	No charge	0	No charge	0	Y		TBC
Dock Road	Discretionary	No charge	No charge	0	No charge	0	Y		TBC
Dock Road Layby	Discretionary	No charge	No charge	0	No charge	0	Y		TBC
Flint				0					
Pavilion Leisure Centre, Flint	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y	The collective income from car parking tariffs are to enable full cost recovery of the service	TBC
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC
Allt Goch, Flint	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		TBC
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC
Bolingbroke Heights, Flint	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		TBC
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC
Richard Heights, Flint	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		TBC
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y	TBC	
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y	TBC	
Feather Street, Flint	Discretionary	30p for 1 hour, 50p for up to 2 hrs	30p for 1 hour, 50p for up to 2 hrs	0	30p for 1 hour, 50p for up to 2 hrs	0	Y	TBC	
Swan Street, Flint	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y	TBC	
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y	TBC	
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y	TBC	
Railway Station, Flint	Discretionary	£2.00 for all day	£2.00 for all day	0	£2.00 for all day	0	Y	TBC	
Castle Street, Flint	Discretionary			0		0	Y	TBC	
Holywell				0					
Leisure Centre / Sommerfield, Holywell	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y	TBC	
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y	TBC	
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y	TBC	
	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y	TBC	

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period	
Plas yn Dre, Holywell	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y	The collective income from car parking tariffs are to enable full cost recovery of the service	TBC	
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC	
Bevans Yard, Holywell	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		TBC	
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC	
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC	
Halkyn Road, Holywell	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		TBC	
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC	
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC	
Mold				0						
New Street, Mold	Discretionary	£1 for up to 3 hrs	£1 for up to 3 hrs	0	£1 for up to 3 hrs	0	Y	The collective income from car parking tariffs are to enable full cost recovery of the service	TBC	
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC	
Griffiths Square, Mold	Discretionary	£1 for up to 3 hrs	£1 for up to 3 hrs	0	£1 for up to 3 hrs	0	Y		TBC	
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC	
Love Lane, Mold	Discretionary	£1 for all day	£1 for all day	0	£1 for all day	0	Y		TBC	
King Street, Mold	Discretionary	£1 for up to 3 hrs	£1 for up to 3 hrs	0	£1 for up to 3 hrs	0	Y		TBC	
Grosvenor Street, Mold	Discretionary	£1 for up to 3 hrs	£1 for up to 3 hrs	0	£1 for up to 3 hrs	0	Y		TBC	
Meadow Place, Mold	Discretionary	£1 for up to 3 hrs	£1 for up to 3 hrs	0	£1 for up to 3 hrs	0	Y		TBC	
Town Hall, Mold	Discretionary	£300 / year	£300 / year	0	£300 / year	0	Y		TBC	
County Hall Campus, Mold	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y	TBC		
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y	TBC		
Queensferry				0						
Pierce Street, Queensferry	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y	The collective income from car parking tariffs are to enable full cost recovery of the service	TBC	
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC	
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC	
Station Road, Queensferry	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		TBC	
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y		TBC	
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y		TBC	
Shotton				0						
Plymouth Street, Shotton	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y		The collective income from car parking tariffs are to enable full cost recovery of the service	TBC
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y			TBC
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y	TBC		
Charmleys Lane, Shotton	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y	TBC		
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y	TBC		
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y	TBC		
King George Street, Shotton	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y	TBC		
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y	TBC		
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y	TBC		
Ash Grove, Shotton	Discretionary	30p for 1 hour	30p for 1 hour	0	30p for 1 hour	0	Y	TBC		
	Discretionary	50p for up to 2 hrs	50p for up to 2 hrs	0	50p for up to 2 hrs	0	Y	TBC		
	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y	TBC		
Alexandra Street (P&R), Shotton	Discretionary	£1.50 for all day	£1.50 for all day	0	£1.50 for all day	0	Y	TBC		
Bridge Street, Shotton	Discretionary	No charge	No charge	0	No charge	0	Y	TBC		
Talacre				0						

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Gamfa Wen, Talacre	Discretionary	20p for up to 2hrs	20p for up to 2hrs	0	20p for up to 2hrs	0	Y	The collective income from car parking tariffs are to enable full cost recovery of the service	TBC
	Discretionary	£2 for up to 4hrs	£2 for up to 4hrs	0	£2 for up to 4hrs	0	Y		TBC
	Discretionary	£4.00 for all day	£4.00 for all day	0	£4.00 for all day	0	Y		TBC
Community Centre, Talacre	Discretionary	20p for up to 2hrs	20p for up to 2hrs	0	20p for up to 2hrs	0	Y		TBC
	Discretionary	£2 for up to 4hrs	£2 for up to 4hrs	0	£2 for up to 4hrs	0	Y		TBC
	Discretionary	£4.00 for all day	£4.00 for all day	0	£4.00 for all day	0	Y		TBC
Lighthouse Inn, Talacre	Discretionary	20p for up to 2hrs	20p for up to 2hrs	0	20p for up to 2hrs	0	Y		TBC
	Discretionary	£2 for up to 4hrs	£2 for up to 4hrs	0	£2 for up to 4hrs	0	Y		TBC
	Discretionary	£4.00 for all day	£4.00 for all day	0	£4.00 for all day	0	Y		TBC
Permits									
Trader Parking Permit (per annum)	Discretionary	N/A	N/A	0	£48	N/A	Y	New fee/charge	Annual
Designated and Other Parking Permit (per annum)	Discretionary	£300	£300	0	£300	0	Y	The collective income from car parking tariffs are to enable full cost recovery of the service	Annual
Resident Parking Permit (per annum)	Discretionary	£25	£25	0	£25	0	Y		Annual
Staff Parking Permit (per annum)	Discretionary	£12	£12	0	£48	300	Y		Annual
Parking Dispensations									
Daily Permit - per day	Discretionary	£10	£10	0	£12	20	N	Charge for vehicles who need to park on a traffic restriction	Annual
Weekly Permit - per week	Discretionary	£25	£25	0	£35	40	N		Annual
Pest Control									
Rats & Mice – Private Household. Potential Disease Vectors.	Discretionary	£50	£50	0	£52	4	N	£62.50 incl. VAT	Annual
Fleas – Private Household.	Discretionary	£54	£54	0	£56	4	N	£67 incl. VAT	Annual
Wasps – Private Household.	Discretionary	£45	£45	0	£47	4	N	£56.50 incl. VAT	Annual
Ants – Private Household.	Discretionary	£41	£41	0	£43	5	N	£51.50 incl. VAT	Annual
Bees - Private Household	Discretionary	£15	£15	0	£30	100	N	£36 incl. VAT	Annual
Rats, Mice, Wasps, Ants, Fleas – Commercial Business Premises & Internal Council Depts	Discretionary	£48	£48	0	£50	4	N	£60 incl. VAT	Annual
Missed calls Home Owner / Tenant not available at appointment	Discretionary	£25	£25	0	£30	20	N		Annual
Concessionary rate	Discretionary	£30	£30	0	£31.20	4	N	£37 incl. VAT	Annual
Planning									
Planning Pre -Application (Cat A - major development up to 10 dwellings)	Discretionary	£1,200	£1,200	0	£1,200	0	Unknown	Plus £160 per additional dwelling	Annual
Planning Pre -Application (single dwelling)	Discretionary	£80	£80	0	£80	0	Unknown		Annual
Planning Pre -Application (two to nine dwellings) - per dwelling	Discretionary	£120	£120	0	£120	0	Unknown		Annual
Planning Pre-Application (non-residential)	Discretionary	£80	£80	0	£80	0	Unknown		Annual
Planning Pre-Application (householder)	Discretionary	£65	£65	0	£65	0	Unknown		Annual
Compliance and confirmation letter - per hour	Discretionary	£65	£65	0	£130	100	Unknown		Annual
Planning research - per hour	Discretionary	£65	£65	0	£130	100	Unknown		Annual
Rights of Way legal order	Discretionary	Variable, approx. £2,250	Variable to cover full costs		Variable to cover full costs		Unknown		Annual
Road adoption Section 38 agreement	Discretionary	6% of bond figure	10% of bond		10% bond		Unknown		Annual
Section 278	Discretionary	6% of bond figure	10% of bond		10% bond		Unknown		Annual
Vehicular Crossings	Discretionary	£100	£200	100	£200	0	Unknown		Annual
Stopping Up Orders (minimum charge)	Discretionary	£1,800	£1,800	0	£1,800	0	Unknown		Annual
Road & Traffic Scheme Info	Discretionary	£3.00	£3	0	£3.00	0	Unknown		Annual
Search Highways	Discretionary	£12	£45	275	£45	0	Unknown		Annual
Other Planning fees	Statutory	All other Planning fees are set in legislation. Details of current fees can be found at: https://ecab.planningportal.co.uk/uploads/welsh_application_fees.pdf							No/limited local discretion
"The Planning, Environment and Economy Portfolio requires any applicant, agent or relevant third party to pay for any costs incurred by the portfolio when commissioning specialist consultant's to appraise evidence submitted to justify a development proposal".									

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period	
Primary Authority										
Primary Authority - hourly rate	Discretionary	£64	£64	0	£67	4	Y		Annual	
Private Water Supply										
Private water supply sampling and testing	Statutory	Individual priced on the basis of cost recovery including officer time, testing, and all other associated activities. Details of the statutory upper fee levels can be found at: http://www.legislation.gov.uk/wsi/2017/1041/schedule/6/made						Y		No/limited local discretion
Property Rental										
Licence to allow farmers to use land	Discretionary	Variable	Variable		Variable		Y		Annual	
Rental of adhoc plots of land	Discretionary	Variable	Variable		Variable		Y		Annual	
Adhoc buildings that are rented out to external clients	Discretionary	Variable	Variable		Variable		Y		Annual	
Recharge of services from Enterprise Centre	Discretionary	Variable	Variable		Variable		N	Scheduled for review with view to achieve full cost recovery	Annual	
Rental from industrial units	Discretionary	Variable	Variable		Variable		Y		Annual	
Service charges for Industrial units	Discretionary	Variable	Variable		Variable		?		Annual	
Building Insurance for Industrial units	Discretionary	Variable	Variable		Variable		Y		Annual	
Rental from farms	Discretionary	Variable	Variable		Variable		Y		Annual	
Charge for setting up Tenancies	Discretionary	£75	£75	0	£75	0	Y		Annual	
Quarry's and Landfill										
Inspection/monitoring	Statutory	Fees are set in legislation and price per site is dependent on the number of visits required. Fee legislation can be found at: http://www.legislation.gov.uk/wsi/2015/1522/regulation/14/made (paragraph 14)								No/limited local discretion
Records Office										
Reprographics (minimum charge for postal order)	Discretionary	£5	£5	0	TBC	0	Y	Fees and charges subject to future review	Annual	
Photocopies - B&W A4	Discretionary	£0.25	£0.25	0	TBC	0	Y		Annual	
Photocopies - B&W A3	Discretionary	£0.30	£0.30	0	TBC	0	Y		Annual	
Prints from microfilm/fiche - A4	Discretionary	£0.70	£0.70	0	TBC	0	Y		Annual	
Scan or digital photograph by FRO Staff - A4 100gsm paper	Discretionary	£1	£1	0	TBC	0	Y		Annual	
Scan or digital photograph by FRO Staff - A3 100gsm paper	Discretionary	£1.50	£1.50	0	TBC	0	Y		Annual	
Scan or digital photograph by FRO Staff - A4 photographic paper	Discretionary	£5	£5	0	TBC	0	Y		Annual	
Scan or digital photograph by FRO Staff - A3 photographic paper	Discretionary	£7	£7	0	TBC	0	Y		Annual	
Scan or digital photograph by FRO Staff - CD of images - first image	Discretionary	£5	£5	0	TBC	0	Y		Annual	
Scan or digital photograph by FRO Staff - CD of images - additional images	Discretionary	£1	£1	0	TBC	0	Y		Annual	
Self Service Photography Permit - Daily	Discretionary	£5	£5	0	TBC	0	Y		Annual	
Self Service Photography Permit - Weekly	Discretionary	£12.50	£12.50	0	TBC	0	Y		Annual	
Self Service Photography Permit - Monthly	Discretionary	£30	£30	0	TBC	0	Y		Annual	
Self Service Photography Permit - Annually	Discretionary	£50	£50	0	TBC	0	Y		Annual	
Research and other professional services - per hour	Discretionary	£25	£25	0	TBC	0	Y		Annual	
Abandoned mine plan search - per site searched	Discretionary	£50	£50	0	TBC	0	Y		Annual	
Facilities Fee (use of FRO premises for Filming) - per hour	Discretionary	£40	£40	0	TBC	0	Y		Annual	
Reproduction fees - in a book or periodical - per item	Discretionary	£30	£30	0	TBC	0	Y		Annual	
Reproduction fees - Television/Internet Broadband Broadcast - per item	Discretionary	£50	£50	0	TBC	0	Y		Annual	
Reproduction fees - Internet usage - per item	Discretionary	£50	£50	0	TBC	0	Y		Annual	
Meeting room hire - per hour	Discretionary	£40	£40	0	TBC	0	Y	Annual		
Group visits	Discretionary	No charge but donation requested	No charge but donation requested		TBC		Y		Annual	
Conservation work - per hour	Discretionary	£30	£30	0	TBC	0	Y	Plus cost of materials	Annual	
Readers Ticket	Discretionary	No charge	No charge		TBC	N/A				

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Registration Services (births, deaths and marriages)									
Change of forename added within 12 months of birth registration	Statutory	N/A	£40	N/A	£40	0	N		No/limited local discretion
Consideration by Registrar / Superintendent Registrar of a correction	Statutory	N/A	£75	N/A	£75	0	N		
Consideration by the Registrar General of a correction	Statutory	N/A	£90	N/A	£90	0	N		
Standard certificate for birth, death, marriage or civil partnership	Statutory	£11	£11	0	£11	0	N		
Certificate issued after registration from an archived register - priority service (24 hours)	Statutory	£35	£35	0	£35	0	N		
Certificate postage and packaging	Statutory	£3	£3	0	£3	0	Y		
Short birth certificate on the day of registration	Statutory	FREE	FREE	0	FREE	0	N		
Fee for Notice of Marriage or Civil Partnership - per person	Statutory	£35	£35	0	£35	0	N	Charge from 01/04/2020	
Deposit for Register Office Ceremonies (non refundable but deducted from full ceremony fee)	Discretionary	£30	£30	0	£30	0	N	£30	Fees set up to and including 2020/21 5% annual inflation increase
Deposit for Ceremony Room (non refundable but deducted from full ceremony fee)	Discretionary	£50	£120	140	£120	0	Y	£125	
Deposit for Approved Premises Ceremonies (non refundable but deducted from full ceremony fee)	Discretionary	£120	£120	0	£120	0	Y	£125	
Advance Booking Fee for all ceremonies between 12-24 months in advance	Discretionary	£75	£75	0	£75	0	Y		
Ceremony at Flintshire Register Office, Mold - Superintendent Registrars Office (Mon - Wed only)	Statutory	£46	£46	0	£46	0	N		No/limited local discretion
Ceremony at The Ceremony Room Llwynegrin Hall (Mon - Thurs)	Discretionary	£140	£195	39	£195	0	Y	£205	Fees set up to and including 2020/21 5% annual inflation increase
Ceremony at The Ceremony Room Llwynegrin Hall (Fri)	Discretionary	£175	£240	37	£240	0	Y	£250	
Ceremony at The Ceremony Room Llwynegrin Hall (Sat)	Discretionary	£175	£260	49	£260	0	Y	£275	
Ceremony at The Ceremony Room Llwynegrin Hall (Sun or Bank Hol)	Discretionary	N/A	£290	N/A	£290	0	Y	£305	
Ceremony at Secular Approved Premises (Mon - Thurs)	Discretionary	£360	£400	11	£400	0	Y	£420	
Ceremony at Secular Approved Premises (Fri)	Discretionary	£435	£485	11	£485	0	Y	£505	
Ceremony at Secular Approved Premises (Sat)	Discretionary	£455	£505	11	£505	0	Y	£530	
Ceremony at Secular Approved Premises (Sun or Bank Hol)	Discretionary	£510	£565	11	£565	0	Y	£590	
Marriage at Place of Worship (Registrars attendance to register marriage)	Statutory	£86	£86	0	£86	0	Y		No/limited local discretion
Celebrants attendance at Celebratory Services at the Ceremony Room (Mon - Thur)	Discretionary	Not applicable - changes in classifications	£120	N/A	£125	4	Y	£125	Fees set up to and including 2020/21 5% annual inflation increase
Celebrants attendance at Celebratory Services at the Ceremony Room (Fri)	Discretionary		£220	N/A	£220	0	Y	£230	
Celebrants attendance at Celebratory Services at the Ceremony Room (Sat)	Discretionary		£270	N/A	£285	6	Y	£285	
Celebrants attendance at Celebratory Services at the Ceremony Room (Sun or Bank Hol)	Discretionary		£315	N/A	£330	5	Y	£330	
Celebrants attendance at Celebratory Services at an Approved Premises (Mon - Thur)	Discretionary		£205	N/A	£205	0	Y	£215	

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period	
Celebrants attendance at Celebratory Services at an Approved Premises (Fri)	Discretionary	No	£240	N/A	£240	0	Y	£250	Fees set up to an annual increase of 5%	
Celebrants attendance at Celebratory Services at an Approved Premises (Sat)	Discretionary		£315	N/A	£315	0	Y	£330		
Celebrants attendance at Celebratory Services at an Approved Premises (Sun or Bank Hol)	Discretionary		£380	N/A	£380	0	Y	£400		
Approved Premises Applications - Secular Premises - New application	Discretionary		£1,050	£1,450	38	£1,450	0	Y		£1,520
Approved Premises Applications - Secular Premises - Renewal application	Discretionary		£950	£1,340	41	£1,340	0	Y		£1,400
Approved Premises Applications - Religious Premises - New application	Discretionary		£830	£830	0	£830	0	Y		
Approved Premises Applications - Religious Premises - Renewal	Discretionary		£567	£567	0	£567	0	Y		
Ceremony Drink/Food Package - non-refundable deposit (packages 1 to 5)	Discretionary	N/A	N/A	N/A	£60	N/A	Y	New fee/charge Food and drink packages are additional	Annual	
Ceremony Drink/Food Package - non-refundable deposit (package 6)	Discretionary	N/A	N/A	N/A	£16	N/A	Y	New fee/charge Food and drink packages are additional	Annual	
Rights of Way										
Temporary closures and extensions by Order	Discretionary	£1,670	£1,720	3	£1,772	3			Annual	
Closure by notice	Discretionary	£500	£515	3	£530	3			Annual	
Permanent closures and diversions	Discretionary	£1,500	£1,545	3	£1,591	3		Advert costs are charged in addition	Annual	
Follow up Property Search queries - per request	Discretionary	£70	£72	3	£74	3			Annual	
Authorisation for rallies - per request	Discretionary	£100	£103	3	£106	3			Annual	
Room Hire										
Greenfield Enterprise Centre										
Mill Suite	Discretionary	£30	£30	0	£30	0	Y		Annual	
Abbey Room	Discretionary	£40	£40	0	£40	0	Y		Annual	
Room 80 & 81	Discretionary	£40	£40	0	£40	0	Y		Annual	
Chater Room	Discretionary	£95	£80	-16	£80	0	Y		Annual	
Deeside Enterprise Centre										
Gloucester Room	Discretionary	£80	£80	0	£80	0	Y		Annual	
Meeting Room 1	Discretionary	£30	£30	0	£30	0	Y		Annual	
Meeting Room 2	Discretionary	£30	£30	0	£30	0	Y		Annual	
Meeting Room 33	Discretionary	£45	£45	0	£45	0	Y		Annual	
Roundabout Sponsorship										
Sponsorship of a Band A Roundabout	Discretionary	£2,500	£2,500	0	£2,500	0	Y		Annual	
Sponsorship of a Band B Roundabout	Discretionary	£3,500	£2,500	-29	£2,500	0	Y		Annual	
Ship Sanitation Certificate										
Up to 1000 tonnes	Statutory	£85	£85	0	£95	12	N	The fee for inspecting a vessel and issuing a Ship Sanitation Certificate is set by the Association of Port Health Authorities and follows a sliding scale dependant on the gross tonnage of the vessel	No/limited local discretion	
Up to 3000 tonnes	Statutory	£120	£120	0	£130	8	N			
Up to 10,000 tonnes	Statutory	£180	£180	0	£200	11	N			
Up to 20,000 tonnes	Statutory	£235	£235	0	£255	9	N			
Up to 30,000 tonnes	Statutory	£305	£305	0	£330	8	N			
Over 30,000 tonnes	Statutory	£360	£360	0	£390	8	N			
Vessels with 50 – 1000 persons	Statutory	£375	£375	0	£390	4	N			
Vessels with over 1000 persons	Statutory	£640	£640	0	£665	4	N			
Skin Piercing Registration										
Skin Piercing Registration - Premises	Discretionary	£126	£126	0	£131	4	Y	These fees will change in year (legislative changes)	No/limited local discretion	
Skin Piercing Registration - Person	Discretionary	£63	£63	0	£66	4	Y			
Social Care										
Day Care - flat rate meal charge	Discretionary	£5	£5	0	£5	0	Y		Annual	

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Non-residential Care (domiciliary) - Per week	Statutory	max. £80	max. £90		max. £90		N	This is the maximum cost for non-residential care and short term care stays that are no longer than 8 weeks. If service users have over £24,000 then they will automatically pay this charge. Any service user with capital less than this will be financially assessed based on their ability to pay.	No/limited local discretion
Night care (non-residential) - per week	Statutory	max. £80	max. £90	12.5	max. £90		N		
Adult placement scheme	Statutory	max. £80	max. £90	12.5	max. £90		N		
Short-term care (Stays less than 8 weeks)	Statutory	max. £80	max. £90	12.5	max. £90		N		
Residential care - Local Authority	Statutory	£542	£562	4	£562	0	N	If an individual has capital in excess of £50,000 then they are required to fund their own care home fees. Any service user with capital less than this will be financially assessed based on their ability to pay.	Annual
Residential EMI care - Local Authority	Discretionary	£564	£585	4	£585	0	N		
Residential care - private/independent	Statutory						N	If an individual has capital in excess of £50,000 then they are required to fund their own care home fees. Any service user with capital less than this will be financially assessed based on their ability to pay.	No/limited local discretion
Temporary Residential Care - LA/Private	Statutory	£0	£0		£0		N		
Residential care - private/independent (self-funded)		Determined by the provider							
Day Centre full day	Discretionary	£22	£25	13	£25	0	N	All Social Services fees and charges are reviewed in April	Annual
Day Centre half day	Discretionary	£11	£12	13	£12	0	N		Annual
Deferred Payment Agreed Charges - Valuations (one-off)	Discretionary	£85	£85	0	£85	0	Y		Annual
Deferred Payment Agreed Charges - Legal Fees (one-off)	Discretionary	£400	£400	0	£400	0	Y		Annual
Deferred Payment Agreed Charges - Set Up Fees (one-off)	Discretionary	£250	£250	0	£250	0	Y		Annual
Deferred Payment Agreed Charges - Annual Administration Fee	Discretionary	£92	£92	0	£92	0	Y		Annual
Deferred Payment Agreed Charges - Interest Charge	Discretionary	0.15% above the 'relevant rate'	0.15% above the 'relevant rate'		0.15% above the 'relevant rate'		N	Interest will be charged from day 1 of the Deferred Payment Agreement and will be compounded plus an additional charge of 0.15% above the 'relevant rate'. The relevant rate is the Market Gilt Rate which is provided on the Determinants of the fiscal forecast table which can be accessed on the following website - http://budgetresponsibility.org.uk/	TBC
									TBC
Telecare Monitoring Charge - per week	Discretionary	£2	£2	0	£2	0	N		TBC
Telecare Installation Cost (on-off)	Discretionary	£50	£50	0	£50	0	N	This fee is only relevant to an individual who requires Telecare but who has no other social care needs.	TBC
Court of Protection fees - Set up fee (One off)	Statutory	£745	£745	0	£745	0	N	All Court Of Protection fees are set by the Office of the Public Guardian	No/limited local discretion
Court of Protection fees - Annual Management Fee	Statutory	£650	£650	0	£650	0	N		
Court of Protection fees - Preparation and Lodgement of COP Report	Statutory	£216	£216	0	£216	0	N		
Court of Protection fees - Annual Property Management Fee	Statutory	£300	£300	0	£300	0	N		
Court of Protection fees - Capital Under 16k	Statutory	Annual fees are 3.5% of balance held in all accounts on the anniversary of the order							
Training - non-attendance charge half day	Discretionary	N/A	N/A	N/A	£25	N/A	Y	New fee	Annual
Training - non-attendance charge full day	Discretionary	N/A	N/A	N/A	£50	N/A	Y		Annual
Stray Dogs									
Return direct to Owners	Discretionary	£21	£21	0	£30	43	N		Annual

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Kennel fees (per day)	Discretionary	£43	£43	0	£45	5	Y		Annual
Street Naming and Numbering									
House Name Change	Discretionary	£70	£70	0	£70	0	Unknown		Annual
Re-name of street where requested by residents	Discretionary	£112	£112	0	£112	0	Unknown	Plus £36 per additional property	Annual
Re-numbering Houses/Buildings	Discretionary	£112	£112	0	£112	0	Unknown	Plus £36 per additional property	Annual
Confirmation of addresses for Conveyancing purposes	Discretionary	£35	£35	0	£35	0	Unknown		Annual
Conversion of Buildings to form Dwelling/Flats	Discretionary	£100	£100	0	£100	0	Unknown	Plus £10 per additional unit	Annual
New road	Discretionary						Unknown		Annual
Single Dwelling, Self Build plots on existing Road/Street	Discretionary	£100	£100	0	£100	0	Unknown	Plus £10 per additional unit	Annual
New Development 2-5 plots	Discretionary	£150	£150	0	£150	0	Unknown	Plus £25 per additional unit	Annual
New Development 6-10 plots	Discretionary	£250	£250	0	£250	0	Unknown	Plus £20 per additional unit	Annual
New Development over 10 plots	Discretionary	£500	£500	0	£500	0	Unknown	Plus £15 per additional unit	Annual
Industrial - Allocation of addresses to commercial units (1 unit)	Discretionary	£150	£150	0	£150.00	0	Unknown	Plus £25 for each additional unit	Annual
Talks and Presentations									
Environmental Health, Trading Standards and Licensing	Discretionary	£64	£64	0	£67	4	Y		Annual
Trading Standards									
Measuring Instruments Directive									
Automatic discontinuous totalisers, automatic rail weighbridges, automatic catchweighers, automatic gravimetric filling instruments and beltweighers	Statutory	£64	£64	0	£67	4	Y	Minimum one hour. In order to reflect additional cost associated with examination, testing and documentation, and maintenance of MID Notified Body Status, certain classes of instrument covered by MID will be subject to additional charges.	No/limited local discretion
Cold water meters	Statutory	£64	£64	0	£67	4	Y		
Measuring instruments for liquid fuel and lubricants	Statutory	10% surcharge on top of officer hourly rate	10% surcharge on top of officer hourly rate	0	10% surcharge on top of officer hourly rate (minimum 1 hour)	4	Y		
Measuring instruments for liquid fuel delivered from road tankers	Statutory	10% surcharge on top of officer hourly rate	10% surcharge on top of officer hourly rate	0	10% surcharge on top of officer hourly rate (minimum 1 hour)	4	Y		
Special Weighing and Measuring Equipment									
Examining, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment at the place where the service is provided. 1. Automatic or totalising weighing machines 2. Equipment designed to weigh loads in motion 3. Bulk	Statutory	£64	£64	0	£67	4	Y	Fees are based on the Welsh Heads of Trading Standards Specialist Legal Metrology Cymru Group Annual Fees Guidance. Additional charges for officer travel time and equipment hire may apply where necessary.	No/limited local discretion
Weighing Instruments Non-NAWI									
Not exceeding 1 tonne - per item	Statutory		£67		£69.25	3	Y		cretion
Exceeding 1 tonne to 10 tonne - per item	Statutory		£108		£112.18	4	Y		

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Exceeding 10 tonnes	Statutory	Yes, unless under the Measuring Instruments (EEC Requirements) Regs 1988	£227		£234.28	3	Y		No/limited local dis
Weighing Instruments NAWI									
Not exceeding 1 tonne - per item	Statutory	£111	£111	0	£115.26	4	Y	Fees are based on the Welsh Heads of Trading Standards Specialist Legal Metrology Cymru Group Annual Fees Guidance.	No/limited local discretion
Exceeding 1 tonne to 10 tonne - per item	Statutory	£172	£172	0	£178.39	4	Y		
Exceeding 10 tonnes - per item	Statutory	£377	£377	0	£390.51	4	Y		
When testing instruments incorporating remote display or printing facilities, and where completion of the test requires a second person or a second series of tests by the same person, an additional fee may be charged	Statutory	N/A	N/A	N/A	50% surcharge on officer hourly rate plus travel costs				No/limited local discretion
Measuring Instruments for Liquid Fuel and Lubricants									
Single/multi-outlets (nozzles):									
First nozzle tested, per site	Statutory	£125	£125	0	£129.87	4	Y	Additional charges for officer travel time and equipment hire may apply where necessary.	No/limited local discretion
Each additional nozzle tested	Statutory	£84	£84	0	£79.78	-5	Y		
Testing of peripheral electronic equipment on a separate visit (per site)	Statutory	£64	£64	0	£67	4	Y		
Testing of credit card acceptor (per unit, regardless of no. of slots/nozzles/pumps)	Statutory	£64	£64	0	£67	4	Y		
Road Tanker Fuel Measuring Equipment (Above 100 Litres)									
Wet hose with two testing liquids - per item	Statutory	N/A	N/A	N/A	£278.75	N/A	Y	New Fee Additional charges for officer travel time and equipment hire may apply where necessary.	No/limited local discretion
Wet hose with three testing liquids - per item	Statutory	N/A	N/A	N/A	£325.21	N/A	Y		
Dry hose with two testing liquids - per item	Statutory	N/A	N/A	N/A	£309.69	N/A	Y		
Dry hose with three testing liquids - per item	Statutory	N/A	N/A	N/A	£356.33	N/A	Y		
Wet/dry hose with two testing liquids - per item	Statutory	N/A	N/A	N/A	£433.59	N/A	Y		
Wet/dry hose with three testing liquids - per item	Statutory	N/A	N/A	N/A	£463.52	N/A	Y		
Certificate of errors									
For supplying a certificate containing results of errors found on testing	Statutory	£64	£64	0	£56.49	-12	Y	Upon request and where no other fee is payable Additional charges for officer travel time and equipment hire may apply where necessary.	No/limited local discretion
Traffic Regulation Orders									
Traffic Regulation Orders - Internal	Discretionary	£2130 - £3150	£2130 - £3150	0	£2130 - £3150	0	Y		Annual
Traffic Regulation Orders - External	Discretionary	£3605 - £4605	£3605 - £4605	0	£3605 - £4605	0	Y		Annual
Transport									
Concessionary Seat	Discretionary	£300	£400	33	£450	12.5	N	£150 per term from September 19	Annual
Replacement concessionary Bus Pass	Discretionary	£5	£5	0	£10	100	Y		3 years
Arriva Scholar Passes	Discretionary	£25	£25	0	£25	0	N		Annual
Adult Social Services - concessionary Seat (per day)	Discretionary	£7	£7	0	£7	0	Y		3 years
MOT	Statutory	N/A	N/A	N/A	TBC	N/A		New fee/charge Max fee set in legislation	Annual
Waste									
Bulky Waste Collection - Collection of 1 - 5 items	Statutory	£40	£40	0	£40	0	N		Annual

	Statutory or Discretionary	Fee/Charge 2018/19	Fee/Charge 1st April 19	%age Change 18/19 to Apr 19	Fee/Charge 1st Oct 19	%age Change Apr to Oct	Full Cost Recovery	Notes	Proposed Inflation Increase Period
Bulky Waste Collection - Each additional item	Statutory	£5	£5	0	£5	0	N		3 years
Bulky Waste Collection - Concessions for persons in receipt of benefits/OAPs *	Statutory	£20	£20	0	£20	0	N		Annual
Garden Waste Collection	Discretionary	£30	£30	0	£35	17	N		Annual
Garden Waste Collection - early bird online payment discount	Discretionary	£30	£30	0	£32	7	N	New fee/charge	
Greenfield Household Recycling Centre - small trader green waste tipping gate fee	Discretionary	£30	£30	0	£35	17			Annual
Youth and Community Services - Room Hire									
Room Hiring - 11-25 age group organisations - per hour	Discretionary	£3.66	£3.66	0	£3.66	0	N		3 years
Room Hiring - Organisations outside 11-25 - per hour	Discretionary	£4.83	£4.83	0	£4.83	0	N		3 years
Room Hiring - Profit making organisations - per hour	Discretionary	£8.00	£8.00	0	£8.00	0	N		3 years
Room Hiring - Hire on Saturdays - per hour	Discretionary	£10.33	£10.33	0	£10.33	0	N		3 years
Room Hiring - Hire on Sundays - per hour	Discretionary	£13.33	£13.33	0	£13.33	0	N		3 years

This page is intentionally left blank

Appendix B: Income Projects

Indicative Project Start Date	Service
April to July 2019	Insourcing of Energy Performance Certificates for Council owned buildings with scope to offer to an external market in future
	Listed Building Consent (LBC) – enhancement of discretionary services and implementation of charge to recover costs
	Develop Depot to conduct MOTs – offered to both the internal and external market
	Transfer of grave ownership – introduce administration fee to recover cost of service delivery
	Household Recycling Centre – review of gate fee – (completed as part of 2019 fees and charges annual review)
	Reciprocal arrangement for out of county debt recovery – collaborative agreement with other Local Authorities
	Registration Services – enhanced service offering. Drinks, canapes and/or afternoon tea packages for ceremonies held at LLwynegrin Hall in collaboration with Theatr Clwyd
	Graphic Design – undertake chargeable graphic design services
	Room Hire – review of fees and charges and development of policy
Aug to Nov 2019	Carelink/Telecare – service review with potential to offer as part of a new package of at home services
	Community Centres, sports pitches and grounds – service review with an aim of implementing an updated charging policy
	North Wales Minerals and Waste Service – extend to new markets
	Explore potential of an alternative delivery model for energy services. For example an Energy Trading Company – energy supply, energy advice, audits and renewable energy solutions
	Training – offer the existing internal training to the external market
	Ashes scattering service
	Headstones – repairs and safe removal and reinstatement
	External training/consultancy charging policy
Dec 2019 to March 2020	Energy Service (domestic team) – explore range of options, incl. management fee
	Tree advisory service – offer to external market and/or potential collaboration with other Local Authorities
	Tenant liable repairs/Operational Works – service review to include exploration of potential to extend to new markets
	Enforcement Agents – notice processing
	End to end funeral packages
	Woodland Burials – marketing/promotional plan
2020/21	Suite of at home services (domestic).
	Suite of facility management services (commercial).
	Suite of business support services – HR, payroll, customer services, etc.

This page is intentionally left blank

FLINTSHIRE COUNTY COUNCIL

CABINET RECORD OF DECISION

DATE OF MEETING: **16 JULY 2019** **AGENDA ITEM NO. 12**

REPORT OF: **Chief Officer (Streetscene and Transportation)**

SUBJECT: **FEES AND CHARGES**

- RECOMMENDATIONS OF REPORT:**
- (1) That Cabinet approves the fees and charges documented in Appendix A to the report;
 - (2) That Cabinet approves the Consumer Price Index, including owner occupiers' housing costs (CPIH), as the annual inflation index to be used for uplifting fees and charges where it is appropriate to do so (or market rate comparable/choice where applicable) along with the proposed inflationary implementation period documented in Appendix A;
 - (3) That Cabinet support further work to establish whether full cost recovery (direct and indirect cost recovery) is being achieved for all services, where it is permissible for them to do so and/or comparable market rates are applies;
 - (4) That Cabinet approve a three year staged approach to achieving full cost recovery (or market price comparison) for all services where it is permissible for them to do so;
 - (5) That Cabinet approve a further review of the current Income Generation Policy, with a view to developing a policy framework for income generation to include a consistent charging and cost recovery structure;

- (6) That Cabinet approve the annual review of fees and charges format and request an annual report in July of each year, setting out the proposed fees and charges for all services, which will be introduced from 1st October of the same year; and
- (7) That Cabinet notes the additional income projects identified in Appendix B to the report and approves the project commencement dates for each.

DECISION:

As detailed in the recommendations.

REASON FOR DECISION:

As in the report.

**CONSULTATIONS
REQUIRED/CARRIED OUT:**

The Income Generation Policy was previously endorsed in October 2017.

It is proposed that the annual review of fees and charges is reported to Cabinet in July each year to ensure appropriate accountability.

For the purposes of transparency, a detailed list of all the fees and charges applied by the Council will, going forward, be published.

The schedule of fees and charges (Appendix A) has been considered by the Corporate Resources Overview and Scrutiny Committee on 11th July 2019, with feedback to be provided to Cabinet.

RESOURCE IMPLICATIONS:

Additional income generated through fees and charges, and the income projects, will be tracked and monitored against the income target for 2019/20. Failure to achieve the income target will lead to a budget shortfall, which may lead to funding from alternative sources being required.

Whilst further work is required to calculate income projections for all the proposed

fee/charge increases from 1st October 2019, some indicative figures have been calculated for reference.

It is proposed to raise the charge for the garden waste collection service by between £2 and £5 per season, depending on the chosen payment method and the date of payment is received by the Council. This reflects the rising cost of delivering the service and will increase the projected income levels by between £70,000 and £130,000 per year.

The proposed charge for the new Food/Drink Ceremony Packages under Registration Services has been projected to generate additional income in the region of £580 in 2019/20 and £850 in 2020/21.

The new charge for the transfer of grave ownership administration is yet to be confirmed. However, comparable charges in other Councils varies from £30 to £55 for this service. Based on current service demand, implementing a £30 charge for this service would generate in the region of £15,600 per annum and a £55 charge £28,600 per annum.

Further work is required to verify that the services identified as operating at cost recovery in Appendix A (those highlighted as amber) are recovering the full costs of service delivery, where it is permissible for them to do so. That is both the direct and indirect costs associated with service delivery. This work will ensure due diligence and will be undertaken by Finance Managers and the Income Generation and Marketing Manager.

Discretionary services, where the Council has a power but not a duty to provide the service, are most at risks. Achieving cost recovery wherever possible for these services is therefore a necessity for service sustainability. Where the charge applied for

these services does not cover the cost of service delivery, or it is not permitted to, this raises strategic questions for the Council to consider. For example, should these services continue to be provided? If so how will they be funded? If they are to be subsidised where will the funding come from?

As outlined in the Income Generation Policy, it is proposed that the annual review of fees and charges is overseen by Programme Boards, with any changes implemented from 1st October each year following reports to Cabinet in July.

Where in-year charges are required to fees and charges, i.e. statutory fee changes or other extenuating circumstances, these should be made in line with the delegated authority process (respective Chief Officer and Cabinet Member).

DECLARATIONS OF INTEREST:

None.

DISPENSATIONS

None.

DATE PUBLISHED:

17th July 2019

SIGNED



(Proper Officer)

Insert date here... 24TH JULY 2019

To Democratic Services Manager

We, the undersigned, wish to call in the following decision of the Cabinet:

Date of Cabinet meeting: 16TH JULY 2019

Report title: FEES AND CHARGES

Record of Decision number: 3673

Reason(s) for call in:

1

It is not necessary to increase the charge for garden waste collections (Brown Bins). The income generated from the first year of operation (from 1st April 2018) produced a surplus in excess of what the proposed increase will generate (see reason 2).

2.

There are discrepancies in the amount of income generated from permits sold. An additional £166,000 above target in the first year does not equate to the number of permits sold in year 1. Because households can purchase 1, 2 or 3 permits, in total 33,871 households bought 39,279 permits in year 1. (Cabinet report 22.01.19. Agenda item 10 (1.07). Using these figures, the actual additional income generated above target is well in excess of the quoted £166,000.

3.

Cabinet report 16.07.19. Agenda item 12 (2.02) refers to "the rising cost of delivering the service". The rising cost figures (and supporting commentary) since the introduction of chargeable garden waste collections are not presented within the report.

4.

The number of permits sold have dropped since year 1, along with the lost income. (Estimated to be around 23%). How can the cost of delivering the service increase with less permits being sold (and a reduction in the number of brown bins to collect)?

5.

The figures of £136,000 and £88,000 relating to additional income from increased charges presented in the Cabinet report 16.7.19 Agenda item 12 (4.09) are challenged. Based on the number of permits sold @1st July 2019, the figures should be £127,964 and £82799 respectively.


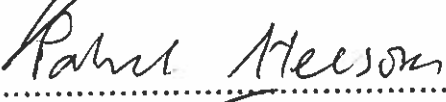
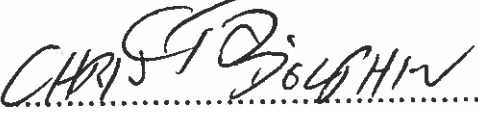



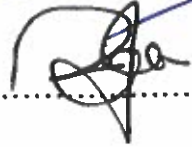
6.

It is considered that the increased charges in reason 5 are to mitigate against the reduction of income evidenced in reason 4, and not for an increase in the cost of delivering the service (with less brown bins to collect).

7. Cabinet report 16.07.19. Agenda item 12 page 477, advises (via chart) full cost recovery for the garden waste collection is not being achieved. This is challenged by reason 2.

In initiating this call in, we recognise that it will be regarded as a gross discourtesy to the committee if Members who have requested the call in do not attend the meeting of the committee without contacting the Democratic Services Manager to explain their reasons.

We understand that the call in meeting will be held within 7 working days of this call in notice being received and accepted.

Signature	Printed name
1. 	MIKE REES
2. 	PATRICK HEESON
3. 	CHRIS GOUGHIN
4. 	HELEN BROWN
5. 	GEORGE HARDCASTLE
6. 	VERONICA GAY
7. 	RICHARD JONES
8.	

Call In Notice received.....201_

Accepted201_

Signed.....Chief Officer (Governance) or

..... Democratic Services Manager